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## THE OAKLAND URBAN HOMESTEADING PLAN

An Application for the Urban Homesteading Demonstration Program  
Department of Housing and Urban Development

entry > Oakland. [Redevelopment Agency]

Urban Homesteading--California--Oakland

City of Oakland  
Oakland, California  
August 1975

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An Application for the Urban Homesteads Demonstration Program  
Department of Housing and Urban Development

City of Oakland  
Oakland, California  
August 1972



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## INTRODUCTION

The Federal Government's Urban Homesteading Demonstration Program offers the City of Oakland a timely opportunity to complement and strengthen its recently-initiated Comprehensive Housing Program and to regenerate many of its declining neighborhoods. The homesteading program could not be implemented at a better time. It is available at a time when citizen concern and involvement has reached a high point and would provide momentum to continue creative and sustained efforts. Citizen groups, particularly the East Oakland Housing Committee and its City initiated counterpart, the East Oakland Housing Task Force, have reached a high level of expertise and have strongly advocated for a homesteading program. It comes at a time to offer surcease from the relatively recent City phenomena of widespread vacant and abandoned housing in East Oakland. Most importantly, it comes when the City of Oakland has virtually completed the development of a comprehensive array of housing programs designed to halt the decline and deterioration of the City's housing stock.

### Background

The City's new housing programs, funded largely through Title I of the Housing and Community Development Act of 1974, are designed to respond to city-wide initiatives in neighborhood preservation. In application, the emphasis of the preservation



efforts, including urban homesteading, will be directed towards the East Oakland Area of the City and other areas suffering from housing deterioration. East Oakland, where the bulk of Oakland's vacant and abandoned housing is located, incorporates the old nineteenth century townships of San Antonio, Fruitvale and Elmhurst. These generally compose the homestead target areas described in the plan. Much of the housing in these areas is pre-World War II, although some of the housing in far-east Oakland dates from the forties. East Oakland, particularly in the "flatlands", has traditionally housed "blue collar" households and in recent years has provided the majority of the City's low and moderate income housing.

It is difficult to pinpoint causes of decline and particularly why it should concentrate in one area of the City. The East Oakland Area did go through an abrupt transition in the sixties and early seventies due to a number of reasons. The massive relocation of low income households from West to East Oakland due to redevelopment activities in the Acorn Project certainly contributed to a degree of neighborhood instability. This instability was compounded by other activities in the West Oakland area including freeway construction, acquisition of right of way for the Bay Area Rapid Transit System, and a new postal distribution facility. With the resulting heavy demand for housing in the middle sixties, some real estate speculators sold older substandard homes at inflated costs. A number of low and moderate income families could not afford the additional



burden of rehabilitation and were forced to sell...if they could. In many cases financing was, and is difficult if not impossible to obtain. Certain "red lining" practices seemed evident. Oakland's Building and Housing Department started inspecting their first vacant or abandoned FHA housing in 1968.

In some cases, particularly during the influx of redevelopment-displaced persons from West Oakland, long time homeowners, panicked by the apparent neighborhood transition, left East Oakland through any means possible. If they were unable to sell due to discrimination in lending practices, they rented indiscriminately and the tight housing market insured overcrowding of the area's predominantly two-bedroom single family homes. The resultant accelerated deterioration and the reluctance of the absentee landlords to adequately maintain the properties increased the incidence of substandardness. Some landlords simply washed their hands of these homes when it became apparent that the substantial rehabilitation necessary might not be economically feasible. FHA received many houses through this process.

Until the City of Oakland required all "as-is" properties sold by HUD to be declared substandard prior to sale, abuses by private speculators compounded the vacant housing problem. Speculators bought HUD-owned homes, and after superficial rehabilitation sold them to low and moderate income families. Information concerning outstanding code violations was suppressed, and sometimes the new homeowner was forced to vacate the property





until the violations were abated. Not uncommon, the homeowner had tied up his liquid assets in a home and had no resources for rehabilitation. Again, financing from banks or savings and loans proved a problem, particularly in East Oakland. If the equity in the home was small, as in a house financed under the 235 program, the homeowner would simply walk away from the house. In some cases the same HUD-insured house would go through this process several times.

There are many variations on the above scenarios including the relatively simple case of the death of an elderly homeowner with too many heirs to make the rehabilitation and disposition of the house worth their while. However the result is always the same--vacant and abandoned housing. And, the most damaging aspect of needless vacant housing, in addition to robbing the City's populace of desperately needed housing, is the potential for vandalism. Abandoned housing is a resource; vandalism permanently destroys that resource. Occurring particularly in non-HUD or VA homes, where the buildings are unsecured, vacant homes are incrementally vandalized by mischievous juveniles and building material scavengers. The resulting devastation insures astronomical rehabilitation costs or demolition.

What is incredibly sad about the lost housing and resulting deterioration of East Oakland neighborhoods is that with 1.9 percent vacancy rate for residences (Postal Vacancy Survey, 1974--which doesn't count boarded-up houses as vacant) Oakland can ill afford to let this happen. On a regional basis, Oakland has one of the few stocks of single family homes that the low and moderate income families can still afford. Housing, particularly single-family housing, is becoming an increasingly scarce commodity. In a



recent study prepared by the Library of Congress and released by the Joint Economic Committee, it has become evident that many low and moderate income families have been priced completely out of the market.

The study noted that 23 percent more income was required in 1974 than in 1973 to buy the average-priced house, and as a consequence the percentage of families able to afford even a median priced house has fallen sharply. In 1974, the study showed, only 15 percent of families spending one quarter or less of their income for housing, had the \$23,300 annual income required to buy the median-priced new home, now costing \$41,300. At the same time, low-income subsidized home purchase programs have been suspended thus effectively putting homeownership out of the reach of many. This raises the spector of families with incomes of \$15,000 or less becoming increasingly dependent on the rental markets and only the upper-income and upper-middle income families able to afford home ownership. In this light, saving the single-family housing stock of Oakland becomes all the more crucial.

#### The Public Response

The situation in East Oakland would be all the more depressing were it not for the ray of light of citizen involvement and City initiative. An overriding citizen effort has been translated into City-initiated actions and programs. For example, in February the Oakland City Council voted to urge all banks and savings and loan entities having mortgages in the City of Oakland to voluntarily agree to impose on themselves a 90-day moratorium on foreclosures. They also asked these financial institutions to institute other



forbearance arrangements and counseling programs designed to prevent foreclosures where possible. At the urging of citizen groups, the Council has directed the City staff to develop a HUD-certified counseling program, to develop an application for programs through the recently-created State-sponsored Housing Finance Agency, and to apply for the Urban Homesteading Demonstration Program. The Council has supported Community Development housing program development, has fought "red-lining" practices, and considers the fight against vacant and abandoned housing of the highest priority.

Supporting and complementing the civic response is a cadre of citizen groups and non-profit organizations. The main citizen involvement has come from the East Oakland Housing Committee, representing 28 grassroots neighborhood associations and the seven district boards formed to provide community input for Community Development activities. Formed in the summer of 1974, the East Oakland Housing Committee undertook the study of vacant and abandoned housing in East Oakland. They identified approximately 1200 units in this category, and are responsible more than any other group for bringing public focus to the problem. Since that time, it has presented information on "red-lining" practices by major lending institutions in Oakland, has guided the City's commitment to alleviate the housing crisis in East Oakland, and successfully urged the City Council to initiate the establishment of the East Oakland Task Force. Formed under the auspices of the City Council, this Task Force has been a major





contributor to the City Council's policy decisions concerning housing, particularly urban homesteading. More than 20 citizen groups have evidenced their overwhelming support for Oakland's Urban Homesteading Program by submitting their letters of support (See Appendix D).

#### Goals and Objectives

The City of Oakland has long recognized the need for taking positive action in maintaining its housing stock and its related neighborhoods. The interest in the Urban Homesteading Demonstration Program is but a part of this effort. The availability, cost, condition of Oakland's housing stock, as well as those factors which support housing--good neighborhoods, schools, facilities and services--have been a major concern of the City. This is reflected in the Oakland Policy Plan which provides a means for systematically expressing City policies and integrating them into action programs. These policies provide the structural basis of the City Council's support of neighborhood preservation in general and urban homesteading in particular. These goals and policies, officially adopted by the City Council, include the following:

#### Goal

To ensure that every Oakland family has the opportunity to live in a sound housing unit, large enough to accommodate its members, at a reasonable cost relative to its income, and free from noneconomic constraints on its freedom of selection.

#### Policies

The City and its agencies will increase the level of their rehabilitation and code-enforcement programs. In these programs,



they will make every effort to assist in providing rehabilitation loans and grants, counseling and other follow-up services as needed, as well as relocation aid if required.

The City will seek to provide counseling to homeowners in the areas of maintenance, financing and budgeting, and the planning and carrying out of rehabilitation work, as part of the City's code enforcement and rehabilitation programs.

The City will seek the development and establishment of an ongoing mechanism providing financial assistance to low and moderate-income homeowners for the rehabilitation and improvement of their properties through the use of federal, state, or local subsidies.

The preceding policies represent but a portion of the policies in the Policy Plan, but directly relate to the aims of the Urban Homesteading Plan. In addition, these basic goals and policies have been expanded for the Urban Homesteading Plan to guide in the development, management, and implementation of the program. The overall goals of Oakland's Urban Homesteading Program are:

To encourage investment in Oakland's neighborhoods and to utilize the existing housing stock in order to preserve those neighborhoods.

To provide a well-organized, self-sustaining mechanism for effectively rehabilitating the vacant and abandoned housing units in the City and for preventing neighborhood deterioration.

To convert tax liabilities into tax producing units by utilizing vacant and abandoned homes as both a housing and tax resource.



The related objectives of Oakland's Urban Homesteading Plan are:

To systematically restore declining low and moderate income areas of the City by providing to residents, according to designated target areas, homes and the necessary financial and technical assistance for their improvement and for improvement of the overall environment of the neighborhood.

To ~~conserve~~ low and moderate income neighborhoods through the provision of special assistance for self-help efforts among homesteaders to upgrade their homes.

To make available home ownership to a cross-section of low and moderate income persons by lowering the cost of acquisition and by providing the necessary services.

To support, complement, and reinforce other housing programs and services in accordance with the general community development goals and specific programs.

To increase the economic viability of neighborhoods by presenting examples and incentives for other property owners.

To encourage long-term homeownership and thereby increase the stability of the City's neighborhoods.

#### Innovative Features

The City of Oakland is in an especially strong position to administer and implement the goals of the Urban Homesteading Demonstration Program. In the past year, citizen groups, City staff, and other supportive entities have made an intensive effort to develop a multi-faceted strategy to revive and renew the City's deteriorated neighborhoods. The result, when combined



with urban homesteading, is a new, unique approach to housing problems. Most supportive services are provided for, from counseling to rehabilitation assistance. The result is a ready-made bed of supportive services and facilities for the demonstration program.

The pivotal program of the comprehensive package is the "Home Maintenance and Improvement Loan Program," funded through Community Development Block Grant funds. This program provides rehabilitation loans, advisory services, coordination and assistance for environmental improvements, and coordination with non-profit housing organizations. This also includes a City sponsored homesteading program. Rehabilitation loans include loans from a municipal revolving loan fund, loan guarantees, and emergency hardship loans that are payable upon transfer of property.

Complementing the loan program and crucial to the success of urban homesteading is a comprehensive home management and counseling program. Services under this program will include pre-purchase, post occupancy, and default-delinquency counseling services for the purpose of preventing low and moderate income home foreclosures, increasing home ownership opportunities, and for upgrading the level of housing maintenance. Fair housing activities will also be incorporated into this program.

These programs are buttressed with Community Development allocations for environmental improvements and parks. Such improvements will include street trees, curb and gutter repairs, landscaping, traffic signals, and similar improvements. Also upgrading





general environmental condition of the City is the implementation of the "City-Wide Cleanup" and "The East Oakland Revitalization" programs. These programs are designed to provide safe, convenient and attractive neighborhoods through a range of activities including cleaning up vacant lots, securing vacant buildings, providing increased security services, and upgrading existing recreational and housing service programs.

The definition of innovation is "the introduction of something new." No single feature of the forementioned programs are in themselves "something new." Rehabilitation Programs (both public and private), neighborhood improvements, private involvement, community participation, homestead programs, counseling programs, all have been tried somewhere, even more than once. But what is innovative, and what the City of Oakland sees as the only viable approach, is the combination of numerous resources to attack the problem of deterioration of the existing housing stock in Oakland, particularly in East Oakland. Community Development, CETA, community residents, general government programs, State of California housing resources, City personnel and services, private financial resources, and a spirit of cooperation all joined together produce a program that has one of the most comprehensive and impact-oriented potentials in the entire country. However, urban homesteading in itself is obviously not a panacea for restoring deteriorated neighborhoods. Rather, it should be considered as a potent weapon among an arsenal designed to provide a coordinated long-term attack on the problems of neighborhood decay and deterioration within Oakland.



THE HOMESTEAD PROCESS:  
AN OVERVIEW

This overview is intended to give the reader a sense of how the component parts join together to form a complete program. Property selection, qualifications of homesteaders, publicity, open house visitations, selection and counseling of homesteaders, conveyance of title, rehabilitation, and supportive programs and activities will be discussed as parts of a process in order to synthesize the specific elements discussed in this application.

The seven chosen target areas, located in East Oakland, all meet the primary criteria of containing a concentration of H.U.D. owned vacant units. Additional criteria included the potential for rehabilitation of the units, and proximity and accessibility to schools, facilities and services. Within these areas, low and moderate income persons can find a variety of housing types with a range of rehabilitation costs. The target areas also will have a number of other rehabilitation activities taking place in the area, such that the aggregate effect of rehabilitation will have a significant impact on the neighborhood.

While other factors may be considered, the individual houses will be selected only if it is economically feasible to rehabilitate them to meet minimum applicable codes. This also means that they must have potential for the issuance of a Certificate of Occupancy.

Those wishing to participate in the Homesteading Program must meet some basic requirements. One prerequisite deals with income: the applicant's adjusted family income must not exceed a specific family income according to family size. Another key factor for eligibility is either the ability to finance or the willingness and



ability to perform some or all of the rehab work.

In order to effect the goals and objectives of the program and to ensure successful placements in homes, some additional criteria will be used in the selection process. Preference will be given to Oakland residents, those in need of housing, and low income persons (those with an income level less than \$8,000) with an ability to perform rehab work or pay for a loan. Priority will also be given to those for whom total housing expenses will not exceed 25 percent of their adjusted gross income after rehab is complete, those with a demonstrated ability to perform portions of the rehab work, persons able to obtain bank loans, and persons employed in Oakland. It should be emphasized that these are simply preferences. The criteria are not meant to be exclusionary, but to help ensure the success of the program.

Every two months, houses will be made available for application. In order to enlist widespread interest, local newspapers will advertise pertinent information for one week. The addresses and estimated cost of rehabilitation of each unit and the date of an "open house" visitation will be included. Other media will also publicize the existence of the program, and lists will be disseminated to citizens through each Community Development District. The Homestead Agency will also compile a mailing list based on inquiries made by mail or by telephone for notice of availability of houses. Marketing coverage of ethnic groups not located in the specific target areas will be made to help promote integration in all areas of the City.

At the open house, a summary cost estimate and work write-up will be supplied. Staff equipped to answer any questions will be present, and neighbors will be invited to attend. After inspection, the prospective homesteader may submit an application for a specific





house. These must be received within 30 days after the first date of advertising. Housing counselors will hold interviews with the individual applicants, and the applications will be reviewed for financial credibility. The applications of those who qualify will then be submitted to the Homestead Agency for final selection forty-five days after the final date for applications.

The homesteaders selected will be given a housing counseling course with detailed review of the requirements of homesteading as well as guidance in normal and special maintenance procedures tailored to the individual participant and unit. Technical and financial assistance is deemed especially crucial. Therefore, additional program support services will be provided. Default and delinquency counseling will be given to develop a satisfactory payment plan. Pre- and post-occupancy counseling will provide counseling in a variety of areas for prospective buyers. Rehabilitation counseling will be provided to families applying for rehab grants or loans. In addition, a housing information and referral system will be devised to handle inquiries regarding available housing, and counseling will be available for those with housing discrimination problems.

Conveyance of the property will be accomplished by the execution of a grant deed which will convey a conditional fee title to the homesteader. The transfer will be made from the City, as an agent for the federal government to distribute federally-owned real property, to the homesteader without payment of any consideration. However, the homesteader will be required to pay any transfer costs or inspection or service fees required by the City.

Upon conveyance of conditional fee title, the owner will have to remedy all health and safety code violations itemized by City staff





before occupying the property. Suggestions will be made as how to best program the corrections given the particular time and financial constraints. Additional guidance and assistance will be available for both the homesteader who wishes to perform the rehab work himself, and for those who wish to engage a contractor. The remaining code violations must be abated within 18 months after the date of conveyance.

The anticipated success of the program is further substantiated due to an extensive array of supportive services to be funded by the Community Development Block Grant funds. Providing financial or technical aid and counseling are the Residential Rehabilitation Loan and Loan Guarantee Revolving Fund Program, the Housing Inspection and Code Enforcement Programs, the Residential Acquisition and Rehabilitation Revolving Fund Program, and the Comprehensive Home Management Counseling Program. In addition, the target areas are all located in the special East Oakland Revitalization Area. Neighborhoods in this area benefit from a number of security, clearance, and clean-up projects designed to improve the general quality of the environment. Finally, and most encouraging, is the enthusiastic support and participation of East Oakland citizen groups, which have contributed toward and have responded positively to the City's efforts. This spirit is reinforced with active community residents, volunteers and CETA personnel who will be on hand to offer a wide range of information and skills.

The final step in the process will be taken after the homesteader has lived in the house for five years and has met all obligations of the program. At this point, the City will file a termination of the right of re-entry, and the homesteader will receive fee simple title.



## PROGRAM MANAGEMENT

### Designation of Homestead Agency

The City of Oakland, by formal resolution (see Appendix C) has designated itself as a Homesteading Agency for purposes of applying for and undertaking the Urban Homesteading Demonstration Program. The City Manager will have overall responsibility for management of the program. The City Attorney will provide legal assistance and guidance as required. Operational responsibility, exclusive of code enforcement, will be assigned to the Oakland Redevelopment Agency.

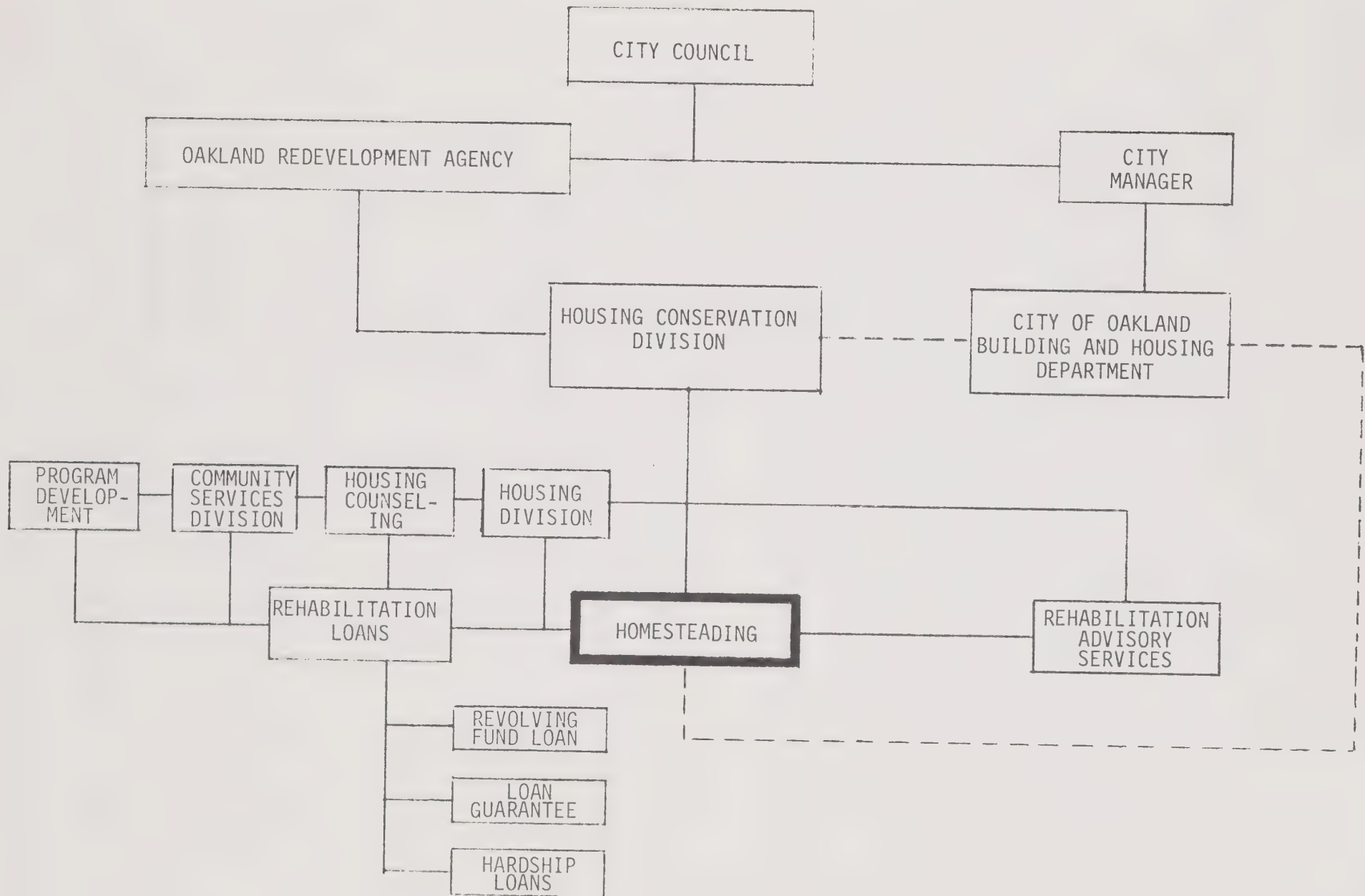
The Oakland Redevelopment Agency is in the process of being fully integrated into the City as an Office of Community Development under the direction and control of the City Manager. When the integration is realized, the same operational responsibilities for the Urban Homesteading Program will be assigned to the planned Office of Community Development. The Agency was originally established by the City Council in 1956 to carry out redevelopment activities in the City of Oakland. The Agency, pending full integration into the City on July 1, 1976 has been designated as the administrative agency for several functions related to Oakland's Community Development Program (CD), which is funded for \$12.7 million dollars in its first entitlement year.

The City has contracted (see Contract for Services, Appendix A) with the Oakland Redevelopment Agency to do the detailed program planning and implement the major portion of the first year CD



EXHIBIT A

ADMINISTRATIVE ORGANIZATION  
HOME MAINTENANCE AND IMPROVEMENT LOAN PROGRAM  
FOR URBAN HOMESTEADING





activities and to plan for the second year CD application. The first CD year is seen as a transition year, at the end of which all Community Development activities will be brought within the City structure. The role assigned to the Oakland Redevelopment Agency reflects the key role that Agency has played in implementing housing and development programs in Oakland that have gained widespread recognition throughout the country. The transition plan is designed to bring about the integration of the Redevelopment Agency's experience and know-how into the City structure in a manner that will preserve the momentum of the programs already under way. This will provide an organizational structure that will maximize the City's ability to deliver effective programs in the most economic and efficient manner possible.

With almost 20 years' experience in redevelopment and residential rehabilitation activities (See Appendix A), the Agency staff has been chosen to operate the Homesteading Program. Because the major thrust of Oakland's Community Development Program is in the area of housing and neighborhood improvements, the Homesteading Program both complements and readily fits into the structure established to carry out related Community Development functions.

#### Level and Type of Local Resources

It has been estimated that each homesteader case will require either 67 or 90 hours of direct staff service depending on whether rehabilitation is performed by a contractor or by the homesteader himself. Based on a projected load of 100 cases, the Program will require direct staff services equivalent to four man years. Manage-





ment and coordination, and requisite supportive services including legal, fiscal, evaluation, code enforcement inspection, and real estate to back up the Program may require an additional six man years of effort to process 100 cases and operate the Program.

Based on the above staffing estimates, the Program will cost \$217,000 to operate, based on the assumption of an average annual salary of \$16,000 and normal fringe benefits and indirect cost rates. No attempt has been made to project the precise financial cost and exact staffing commitment that will be required, however. Instead, schedules of financial and personnel resources have been developed and are submitted as Exhibits B and C to demonstrate that the City of Oakland has the financial capability and staffing resources to undertake the Program.

#### Time Schedule and Management Plan for Implementation

The major program activities have been identified and classified either under homesteader case functions or overall program functions. The timing and duration of these activities are graphically displayed on Exhibit D. This Exhibit shows that the project team required to operate the Program will be organized and ready to implement the Program within 45 days from the award notification date. Recruitment and selection of prospective homesteaders will commence within 45 days of notification. The City elects to establish a minimum occupation period of five years as shown on the time schedule chart (Exhibit D) and plans to allow the full 18 months for complete rehabilitation. The City's Evaluation Unit will perform an initial evaluation early in the program and it will



EXHIBIT B

CITY OF OAKLAND

SCHEDULE OF RESOURCES AVAILABLE

FOR URBAN HOMESTEADING PROGRAM

<u>City of Oakland</u>	<u>Total</u>	<u>Community Development Funds (1)</u>	<u>City/ Agency Budget (2)</u>	<u>CETA Funds (3)</u>
CD Code Enforcement Project	\$ 307,000	\$ 307,000	\$	\$
CD East Oakland Revitalization Program	1,440,000	439,000		1,001,000
CD Evaluation Project	131,000	131,000		
CD Legal Support	20,000	20,000		
Building & Housing Dept.	1,491,000		1,491,000	
Real Estate Dept.	146,000		146,000	
<u>Oakland Redevelopment Agency</u>				
CD Residential Rehab. Loan Prog.	5,112,000	5,112,000		
CD Home Management Counseling Project	271,000	150,000		121,000
CD Planning/Programming Project	320,000	320,000		
TOTALS	\$ 9,238,000	\$ 6,479,000	\$ 1,637,000	\$ 1,122,000

Notes: (1) First Year, 1975/76, Allocation  
(2) Annual Budget FY 1975/76  
(3) Nine months' funding through 4/8/76



EXHIBIT C

CITY OF OAKLAND  
STAFFING RESOURCES FOR  
URBAN HOMESTEADING PROGRAM

City of Oakland

<u>Job Title</u>	<u>Skills</u>	<u>Annual Salary</u>
Building & Housing Administrator	Management and Coordinator of inspectional services, expertise in building codes.	\$ 28,000
Housing Division Official	Enforcement services, surveys, inspections, certifications.	24,000
4 Building Inspectors	Inspections, coes, @ \$16,000	64,000
7 Housing Representatives	Surveys, enforcement, @ \$16,000	112,000
Real Estate Operations Manager	Property appraisals, acquisitions, management and disposal.	24,000
Real Estate Agent	Negotiate and execute purchases and conveyances, property management.	18,000
(15 staff persons)		\$ 270,000

Oakland Redevelopment Agency

<u>Job Title</u>	<u>Skills</u>	<u>Annual Salary</u>
Rehab Supervisor	Physical rehab expertise, plan, manage, coordinate all rehab activities.	\$ 22,500
5 Rehab Specialists	Counseling, draw and analyze rehab plans, inspections, @ \$16,000	80,000
5 Rehab Advisors	Inspect and evaluate properties, inspection construction work, @ \$16,000	80,000



EXHIBIT C (continued)

2 Financial Advisors	Review and process loan applica- tions, @ \$16,000	\$ 32,000
3 Support Staff (Sec'y, clerical)	Statistical typing, @ \$10,000	30,000
Director of Housing, Counseling	Manage and direct counseling project.	15,000
11 Housing Counselors	Advise home-owners on all aspects of home ownership and maintenance, @ \$11,000	121,000
(28 staff persons)		<hr/> \$ 380,500
(43 staff persons)		<hr/> <hr/> \$ 650,500





## HOMESTEADING PROGRAM

## CASE AND PROGRAM TIME SCHEDULES

PHASE OR FUNCTION	YEAR - ONE												TWO				THREE				FOUR				FIVE				SIX				SEVEN					
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4		
<u>CASE - INDIVIDUAL HOMESTEADER</u>																																						
. Recruit, qualify & select homesteader	██████████																																					
. Show & select property	██████████																																					
. Counsel homesteader																																						
. Execute contract																																						
. Prepare & approve plans																																						
. Select contractor, execute rehab contract																																						
. Perform rehab - health & safety																																						
. Move in homesteader																																						
. Perform rehab - other																																						
. Inspect & monitor rehab work																																						
. Monitor case (property)																																						
. Convey property																																						
<u>PROGRAM</u>																																						
. Plan & staff program	██████████																																					
. Select properties	██																																					
. Recruit & qualify contractors	████████████████████																																					
. Homesteader case work (above)	██																																					



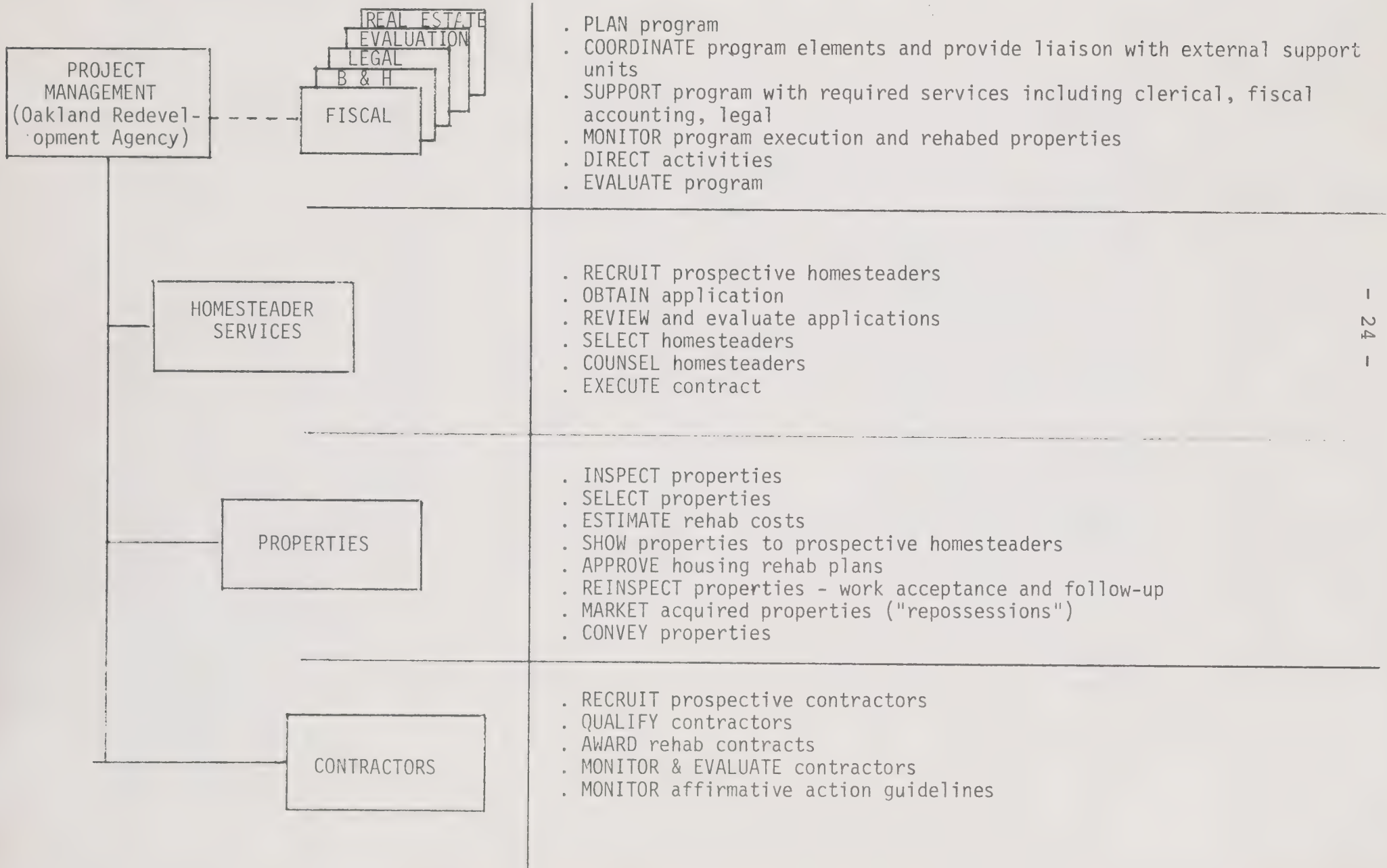
## HOMESTEADING PROGRAM

## PROJECT ORGANIZATION CHART

## STRUCTURE

## FUNCTION

(City of Oakland &amp; Redevelopment staff support)





be under continuous monitoring. These arrangements will enable the Agency to comply with HUD reporting requirements on a timely basis.

Exhibit E portrays the project organization that is planned to operate the Program. The numbers of positions by job title and position incumbents will need to be determined as part of the detailed planning effort which will be part of the Program itself. As can be seen from the resource schedules, mentioned above, the Agency and designated support departments from the City of Oakland have ample personnel qualified in the appropriate disciplines to staff the Program as needed.

#### Description of Homesteading Staff

Since the individuals to fill job slots in the Homesteading project organization have not yet been designated, it is not possible to provide personal resumes. Positions which will provide direct services to homesteaders include rehabilitation specialists and financial advisors, and job descriptions are provided in Appendix B.

#### Description of Mechanisms and Sources of Funds for Administration and Technical Assistance

All administrative and technical assistance components of the Homestead Program will be contained within the Community Development Program. Code Inspections, rehab assistance, Housing Counseling, financial counseling, financing and monitoring are all programs that are to be a part of the conservation effort of Community Development. All sources of funds, except those involved in the





immediate transfer of the property (see Section on Marketing) will be a part of the Community Development effort, except as additionally supported by City department staff.

#### Legal Authority to Undertake the Homesteading Program

The City of Oakland is a unit of general local government qualified under the provisions of Section 810(b) of the Housing and Community Development Act of 1974, to undertake an Urban Homesteading Program. The Oakland City Counsel has adopted a resolution designating the City as a Homesteading Agency for purposes of applying for and undertaking the Program. A copy of this resolution is attached as Appendix C. Furthermore, the City Attorney of the City of Oakland has submitted a formal legal opinion to this effect, which also finds that no legal impediments exist to the implementation of the Program. This opinion is attached as Appendix C.

#### Program Implementation

Upon selection of the City of Oakland as a participant in the Urban Homesteading Demonstration program, implementation procedures will be further developed within the guidelines presented in this plan. One of the first acts by the City, upon implementing the Urban Homesteading program, would be the approval by City Council of an ordinance establishing the program administration, implementation and authority to accept and deed out HUD properties. In addition, the proposed grant deed will be further refined to include a mortgage protection clause, and a Purchase Contract will be developed. Application and selection procedures will be



further refined within the guidelines of the plan. The City is in the process of an environmental assessment for the program, as required under the California Environmental Quality Act. All these components for implementation will be completed within 45 days after initiation of the program.



## TARGET NEIGHBORHOODS

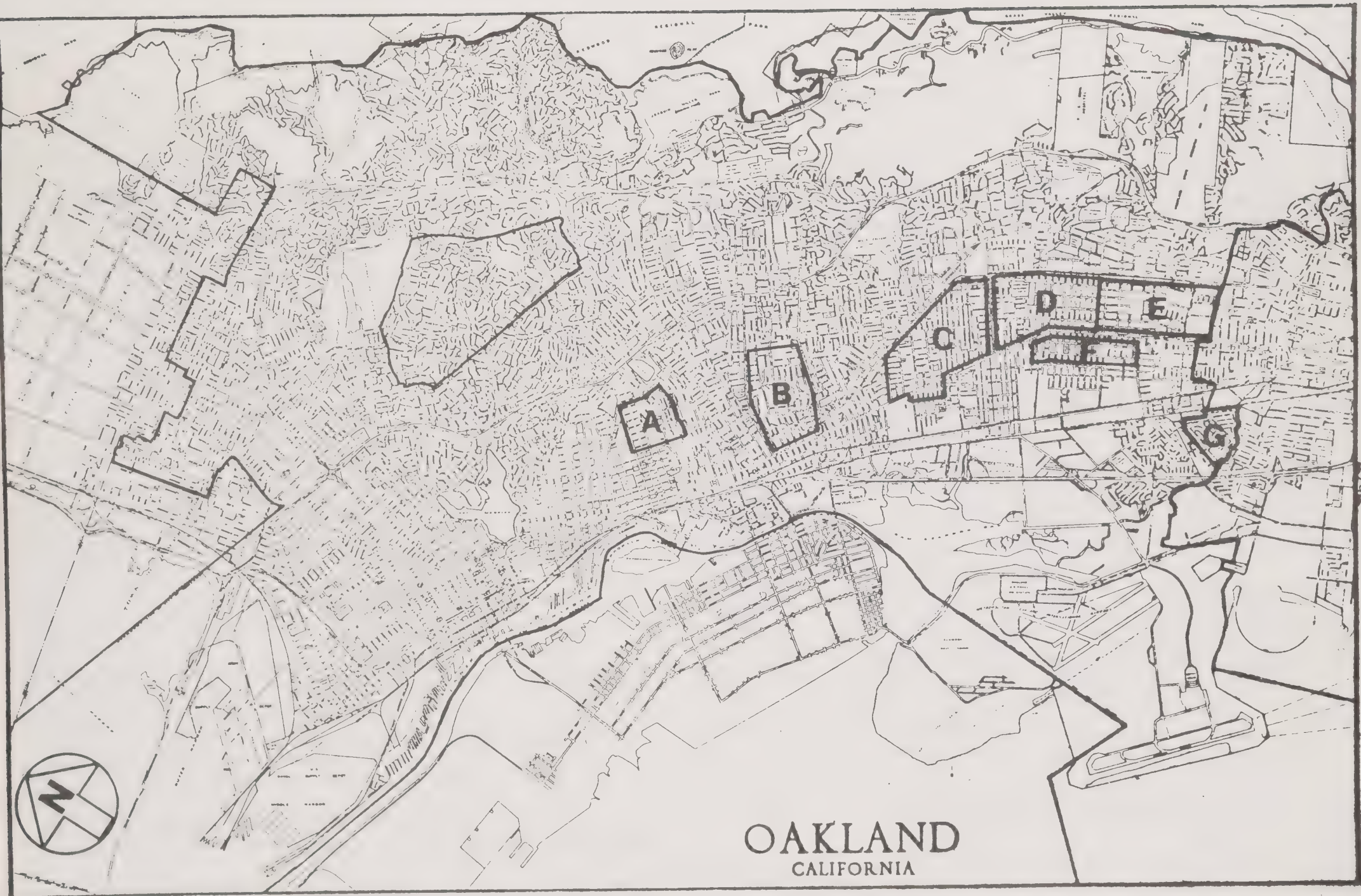
The target neighborhoods for Oakland's Urban Homesteading program were primarily selected on the basis of concentration of HUD owned vacant housing. These are concentrated almost without exception in the eastern part of the City from 7th Avenue to the San Leandro border (See Map I). There are less than 10 HUD Real Estate Owned (REO) houses, out of an approximately total of 220, that are located outside the East Oakland area. This area, where the bulk of Oakland's vacant and abandoned housing is located, incorporates the old, nineteenth century townships of San Antonio, Fruitvale and Elmhurst. These areas generally incorporate the seven homestead target areas of the Urban Homesteading Plan. Much of the housing in these areas is pre-World War II, while some of the housing in far-east Oakland dates from the forties. East Oakland, particularly the "flatlands" has traditionally housed "blue collar" households and in recent years has provided the bulk of the City's low and moderate income housing.

### Criteria for Selection

As has been indicated, location of target neighborhoods were based primarily on the number of HUD REO's in an area, but great weight was given to the amount of Community Development activity planned in the neighborhoods. In addition, other considerations were also important. Most of the neighborhoods selected have some neighborhood improvement activities underway or contemplated within or near the area. The housing of the neighborhood is not seriously deteriorated but is in the initial stages of transition. These neighborhoods also have a high percentage of owner-occupancy, and needs for public improvements are contemplated under present City plans and can be addressed without instituting a serious drain on local resources. Of particular importance, all these neighborhoods are represented by







**TARGET NEIGHBORHOODS**

**MAP I**





## EXHIBIT F

## VACANT AND ABANDONED PROPERTIES AND SUPPORTIVE DATA, OAKLAND

	Target Area Vacant & Abandoned Structures			*Median Sales Price	No. of Residents <sup>1</sup>	Median Family Income	% Families Below 80% Local Median Income	% Families Below 50% Local Median Income	% Owner- Occupied Homes
	HUD Available 7/26/75	Other HUD 7/26/75	Non- HUD 7/1/75						
A.	0	5	31	19,244	4,521	\$6,750- 9,471	47.9	27.6	38.8
B.	1	7	34	21,522	8,315	8,076- 9,084	43.6	21.0	37.5
C.	9	16	110	20,400	11,231	4,716- 8,644	51.5	34.1	47.6
D.	5	13	116	23,838	9,593	7,096- 9,118	48.4	26.2	45.6
E.	8	13	94	18,442	8,470	7,096- 9,065	49.0	26.7	47.3
F.	4	5	72	None	3,376	6,692- 7,755	57.1	33.0	38.3
G.	4	4	15	21,220	3,348	7,951	50.5	28.3	58.5

- 226 HUD REO's City wide.
- 94 HUD REO's in target neighborhood (43%).
- City median family income \$9,626.
- Percent of families below poverty 12.2<sup>2</sup>.

<sup>1</sup>An estimate of the number of residents in the proposed target neighborhoods has been made based on estimated percentages of census tracts included in each neighborhood.

<sup>2</sup>Poverty threshold for a non-farm family of four was \$3,743 in 1969.

SOURCE: 1970 Census of Population and Housing  
SREA Market Data Center Inc., Sale Data, 1/74-5/75.



strong and innovative neighborhood groups, who, under the auspices of the East Oakland Housing Committee, participated in the Development of the Urban Home-steading Plan and the designation of the neighborhoods.

#### East Oakland Overview

East Oakland has approximately 32,400 families and comprise thirty-four percent of Oakland's total population. Yet this area contains 47 percent of the City's poverty level families with 4,860 families receiving less than \$3,743 annual income. Unemployment in the area exceeds 15 percent with over 5,000 persons currently unemployed.

While more than a third of Oakland's population resides in East Oakland, the area contains only 31 percent of the City's housing. Fifty percent of the City's overcrowded units are in the area. The mean (average) of the median value of homes in East Oakland is \$17,694 or 17 percent below the \$21,800 median value for all of Oakland.

#### Designation of Neighborhoods

For the purpose of comparison in reviewing the characteristics of the target neighborhoods, city-wide data is provided. The City's population in 1970 was 361,561. The median family income was \$9,626 and the percent of families below the poverty line was 12.2. The source of the preceding data is the 1970 Census.



AREA A - San Antonio District

The San Antonio neighborhood extends from East 22nd Street to East 28th Street, between 19th and 24th Avenues, and was formerly a concentrated code enforcement area (See Map II). This residential neighborhood is generally characterized by well maintained streets and homes, although exhibiting spotty deterioration in some areas. The future prospects are sound, as a number of improvements are planned. The Manzanita Neighborhood Center at East 27th Street and 22nd Avenue is presently under construction. The Community Development program is planning to emphasize the central portion (East 24th Street to East 27th and 21st Avenue to 23rd Avenue) of this area for rehabilitation and other improvements. In this particular segment, 104 of 155 structures present within the boundaries are owner occupied, with 36 properties vacant (5 HUD REO's as of 7/26/75). Some 38 percent of the structures in the entire area are owner-occupied.

A general view of the San Antonio neighborhood census tracts from 1970 census data showed a population of some 4521 in 1970. Median family income ranged from \$6,750 to \$9,471 in this neighborhood, and 47 percent of the resident families in this area had incomes below 80 percent of the local median income; 27 percent of the families had incomes below 50 percent of the local median income. The median sales price for dwellings in the neighborhood is \$19,244. (This figure, and that stated in the following area sections, is based on information contained in monthly reports issued by the Society of Real Estate Appraisers Market Data Center, Inc. for the 17-month period from January 1974 through May, 1975).







## AREA: A MAP II

- ▲ HUD OWNED, ELIGIBLE FOR PROGRAM 7-26-75
- OTHER HUD OWNED 7-26-75
- OTHER VACANT 7-1-75





AREA B - Fruitvale District

The Fruitvale neighborhood is located from East 35th Avenue to High Street between East 14th Street and Lyon Street (See Map III). The selection of this area was based substantially on the basis of other improvements planned. The New Oakland Committee has designated the neighborhood as a target area for housing rehabilitation, employment, and social service programs. The Community Development program is also planning to concentrate efforts in this district. The area varies from generally stable and well kept to somewhat deteriorating in the houses near Foothill Boulevard and Peralta Creek. A public park is situated in the southeast corner of the area. In an area slightly larger than the target area, some 795 residential and 56 commercial structures have been identified. Of the 795 residential structures, 372 are owner occupied (46 percent) and 42 are currently vacant (8 HUD REO's, 7/26/75).

Census tract information reveals a population of 8315, with a median family income range of \$8,076 to \$9,084. Some 43 percent of the resident family incomes were below 80 percent of the local median, while 21 percent of the families had incomes lower than 50 percent of the local median income. The median sales price of residences is \$21,522 in this neighborhood.







**AREA: B**

**MAP III**

- ▲ HUD OWNED, ELIGIBLE FOR PROGRAM 7-26-75
- OTHER HUD OWNED 7-26-75
- OTHER VACANT 7-1-75





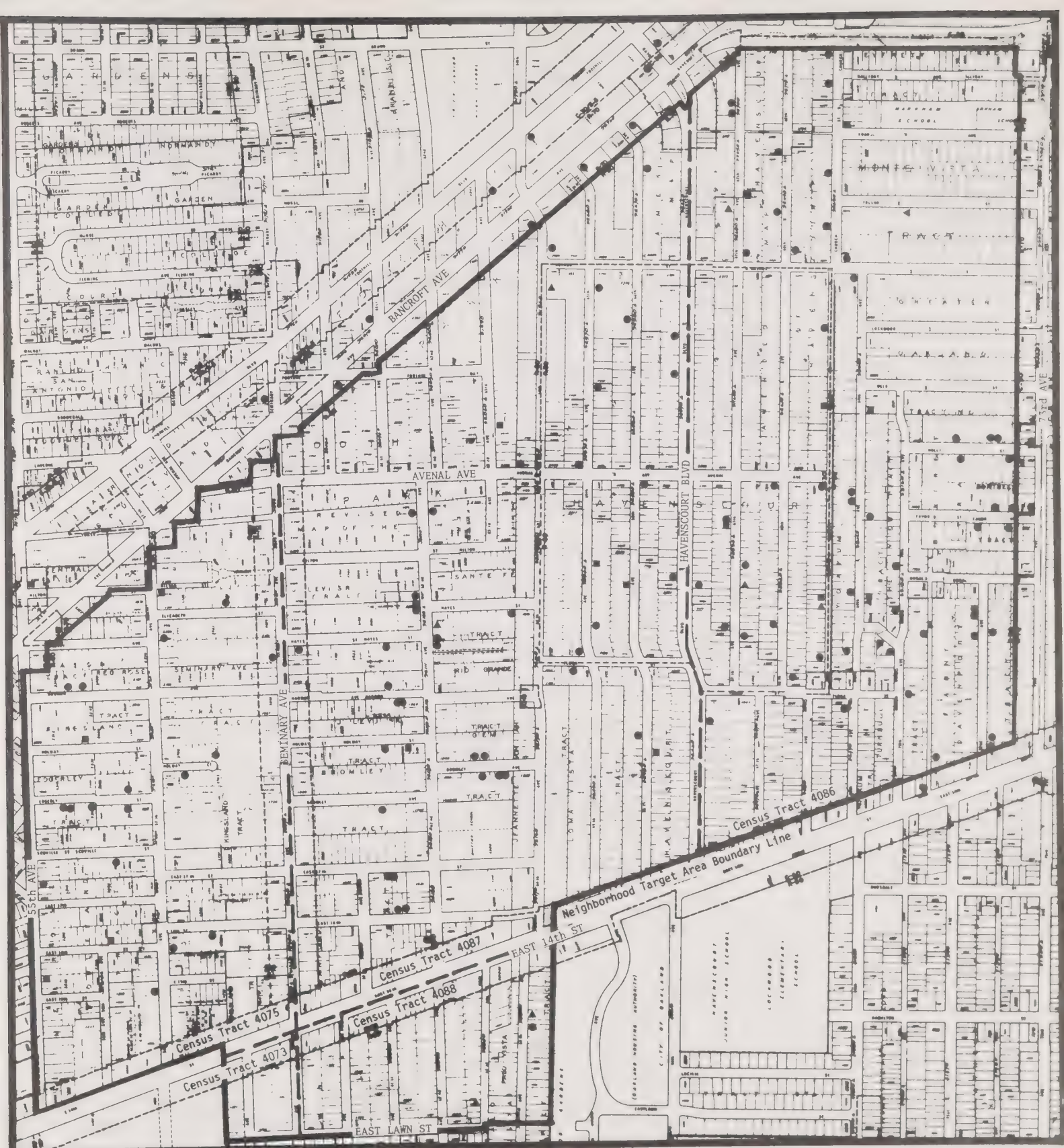
AREA C - Central East Oakland District

The designated Central East Oakland neighborhood borders East 14th Street and Eastlawn (between 58th Avenue and 65th Avenue) on the south, follows 55th Avenue to Bancroft on the north, and 73rd Avenue on the east (See Map IV). This neighborhood lies inside another Community Development program concentration area. It is largely in sound condition, with some housing problems scattered throughout. Non-housing related improvement needs are estimated to be minimal, except in areas near East 14th Street. In a section somewhat larger than the target area, 478 of 674 of the residential structures (69 percent) are owner occupied and 135 vacant structures (with 25 HUD REO's reported as of 7/26/75). In the target area itself, some 47 percent of the total structures are owner occupied.

A review of the census tracts indicates a population of 11,231, and a median family income ranging from \$4,716 to \$8,644. At least 51 percent of the families had incomes under 80 percent of the local median income, and 34 percent of the families had incomes under 50 percent of the local median. The median sales price of residences in the district is \$29,400.







**AREA: C**

**MAP IV**

- ▲ HUD OWNED, ELIGIBLE FOR PROGRAM 7-26-75
- OTHER HUD OWNED 7-26-75
- OTHER VACANT 7-1-75





AREA D - Elmhurst

This neighborhood of the Elmhurst District is bounded by 73rd Avenue and 90th Avenue between Bancroft and E. 14th Street (See Map V). The northern portions are in good physical condition, and a recreation center is located at 75th and Olive. The southern portions are in the initial stages of deterioration, with abandoned homes and other non-housing problems evident. This area is served by Neighborhood Housing Services, and portends to become an area of concentration for the Community Development Program. The vicinity near E. 14th Street is a Neighborhood Development Program area, with street improvements taking place from 81st to 90th Avenues along with commercial upgrading. In an area nearby, contiguous with this neighborhood, approximately 45 percent of the structures were owner occupied, and 124 structures vacant (18 HUD REO's were listed as of 7/26/75).

This neighborhood of the Elmhurst District had a population of 9,593 in 1970, and the median family income range for the census tracts was \$7,096 to \$9,118. Nearly half (48 percent) of the resident families had incomes below 80% of the local median income, and 26 percent of them earned less than 50 percent of the local median income. The median sales price of residences in the district is \$23,838.







**AREA: D**

**MAP V**

- ▲ HUD OWNED, ELIGIBLE FOR PROGRAM 7-26-75
- OTHER HUD OWNED 7-26-75
- OTHER VACANT 7-1-75





AREA E - Elmhurst District

This is the easternmost neighborhood in the Elmhurst District, bounded by 90th Avenue and the San Leandro city limits between Bancroft and E. 14th Street (See Map VI). The outlook for the neighborhood is good, particularly in the southern portions. The northern portions are poorly maintained, with uneven setbacks and scattered vacant lots. A park is proposed for the corner of 98th Avenue and Bancroft. Neighborhood Housing Services is concentrating their program on 100th and 101st Avenues. The Elmhurst NDP (Neighborhood Development Program) is upgrading E. 14th between 90th and 98th Avenues with related commercial improvements. The proportions of owner-occupied dwellings is near 47 percent and there are 115 vacant structures (7/26/75, 21 HUD REO's were listed in the neighborhood).

The population of this portion of the Elmhurst District was 8,470 in 1970. The range of median family incomes was \$7,096 to \$9,065, and some 49 percent of the resident families had incomes below 80 percent of the local median income, while 26 percent of these families' incomes had less than 50 percent of the local median income. The median sales price in the district is \$18,442.







AREA: E

MAP VI

- ▲ HUD OWNED, ELIGIBLE FOR PROGRAM 7-26-75
- OTHER HUD OWNED 7-26-75
- OTHER VACANT 7-1-75



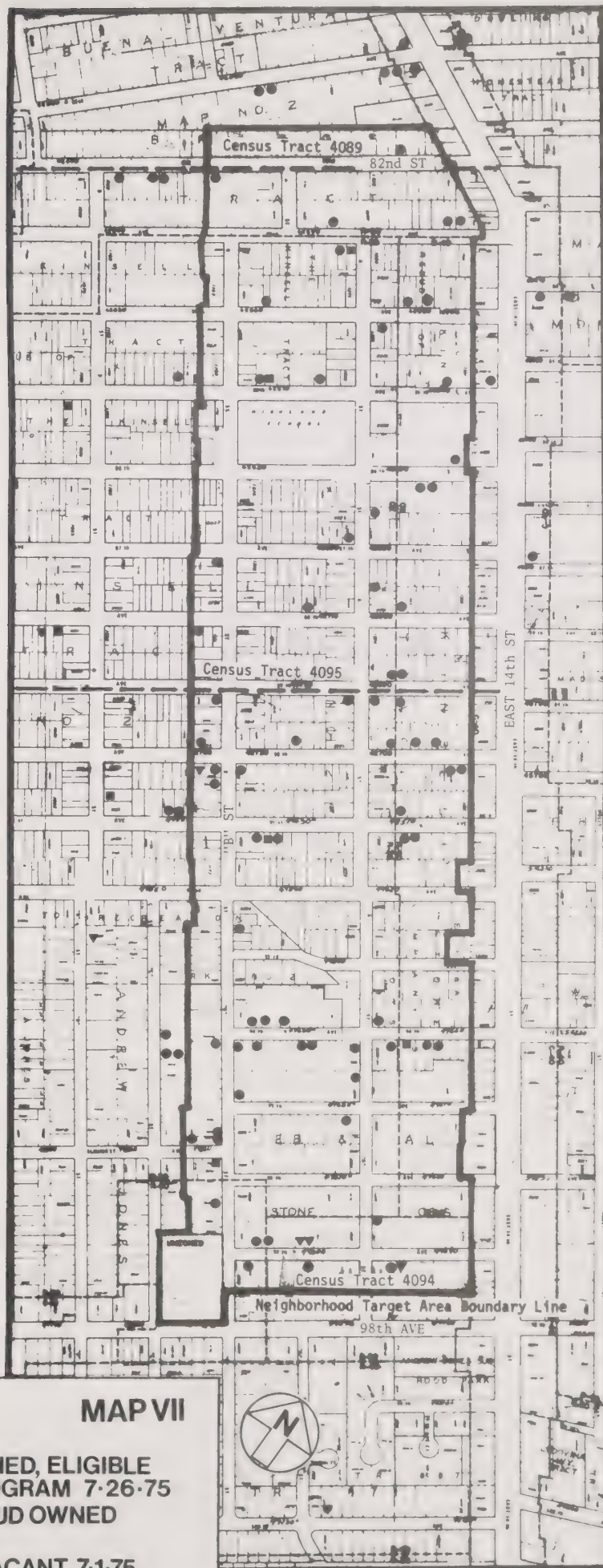
AREA F - Elmhurst District

This section of the Elmhurst District is entirely below East 14th Street and B Street (See Map VII). The area has generally less traffic than the neighborhoods across East 14th Street, and a park is proposed for the corner of 98th Avenue and B Street. The Neighborhood Development Program area includes East 14th Street parallel to this neighborhood, and will have considerable impact in this neighborhood. The Community Development Program is also planning to concentrate its efforts in this area. Only 38 percent of the residences here are owner-occupied, while 81 structures are vacant (9 HUD REO's have been identified as of 7/26/75).

As one of the smaller neighborhoods, this area showed a population of 3,376 in 1970. The median family income ranged from \$6,692 to \$7,755, which is the lowest of the designated neighborhoods. Some 57 percent of the resident families earned less than 80 percent of the local median income, and 33 percent of these families earned under 50 percent of the median income.

No figures are available on home sales to base a median sales price.





**AREA:F**

**MAP VII**

- ▲ HUD OWNED, ELIGIBLE FOR PROGRAM 7-26-75
- OTHER HUD OWNED 7-26-75
- OTHER VACANT 7-1-75





AREA G - Elmhurst District

The Sobrante Park Area of the Elmhurst District is bounded by Edes Avenue, Robledo Drive, Cahon Street and Capistrano (See Map VIII). The area has a very strong residential neighborhood identification, with a self contained street pattern and a large number of trees. The area is also in sound condition and could be greatly improved with minor adjustments. Over 58 percent of the houses are owner occupied, and 23 structures are vacant (8 HUD REO's as of 7/26/75).

The population of the area was 3,348 in 1970. The median income was \$7,951, with 50 percent of the families earning under 80 percent of the local median income, and 28 percent of the families earning less than 50 percent of the local median income. The median sales price in a recent period was \$21,220.







**AREA:G**

**MAP VIII**

- ▲ HUD OWNED, ELIGIBLE FOR PROGRAM 7-26-75
- OTHER HUD OWNED 7-26-75
- OTHER VACANT 7-1-75





## PROPERTY SELECTION

### Property Selection Criteria

The target neighborhoods selected are those that are considered to be in the early stages of deterioration, but could be saved by the coordinated actions outlined elsewhere in this application. Therefore, locational criteria within the neighborhood will not have a major priority in selection unless a structure happens to fall within a seriously deteriorated block not scheduled for concentrated attention, or is on a parcel intended for future acquisition for a public use. These situations are not anticipated in any of the neighborhoods selected.

The major determinate for selection will be the estimated costs of rehabilitation necessary to make the structure eligible for issuance of a Certificate of Occupancy. If such rehabilitation costs appear not to be excessive (less than \$12,000), after an initial inspection, the structure will probably be utilized within the program.

Other less important factors influencing the selection of properties would include consideration of existing neighborhood environment and facilities and the impact of the homesteaded property on the adjacent neighborhood. Access to schools, shopping areas and amenities will be given some consideration in addition to proximity to environmental intrusions, such as freeways or major arterials. More importantly, the selection of the property will be influenced by the potential for upgrading the immediate residential area. For example, a single abandoned or vacant unit within a cluster of occupied structures would have precedence in selection over a unit surrounded by a number of other such vacant structures. The rehabilitation of one such isolated vacant unit obviously has greater impact for the money spent than rehabilitating one of a number of





vacant units.

#### Selection of Property Process

The HUD Area Office will be requested to notify the City of each structure as it becomes available for selection. An initial inspection will be made, and, unless the property is obviously unsuitable, code inspection, a brief locational report, a termite report (if necessary), and an initial cost estimate will be performed immediately. If the structure meets the preliminary tests, full work write-ups and cost projections will be prepared. Work items will be listed in two categories: those which must be completed prior to occupancy and those that could be scheduled over the 18 month period.

#### Procedure for Conveyance from HUD

Contact has recently been made with regional legal counsel regarding conveying procedures that will be used for the transfer of property from HUD to the City. Although set procedures have not been established, it is presently anticipated that upon the acceptance of any application, HUD will then designate to the City the properties that would be available to them for homesteading. Upon selecting an applicant for a particular parcel, the property would then be conveyed to the City and then to the homesteader (a double escrow procedure). The time schedule for such conveyance will be established when HUD provides more explicit information regarding the procedure. The time period between HUD's identification of property available for selection to transfer to homesteader will take approximately four months. The double escrow transfer procedure should not take more than a few days, for no appreciable time delay is anticipated in this procedure. (See Appendix C for City Attorney's opinion regarding the City's power to accept these properties from HUD.)



Estimated Number of Properties

Within the selected target neighborhoods, 31 structures would be available for the program as of July 26, 1975. These are units that have not had a contract let for rehabilitation or a sales offer accepted. (See maps for detail.) Other HUD owned structures, based upon the inventory status report dated, July 26, 1975, number 94 (42 percent of total HUD inventory) within the target areas. The HUD Area Office has indicated that approximately 30 structures per month enter their inventory. Since just under half of the structures should fall within the target neighborhoods, 156 could become available over a 12 month period. The City could select 100 of these 187 structures for the program.





## MARKETING PROCEDURES

The marketing component of Oakland's Urban Homesteading Plan is designed to select homesteaders who have a high probability of success, who evidence a need for housing, and who have the capacity to maintain and improve the homesteaded property. A concerted effort will be made to recruit homesteaders with a range of income and family sizes and to insure an adequate selection of property to meet their needs. Other properties acquired by the City for the purpose of homesteading will follow a procedure similar to that described in this chapter. Marketing activities, for City and HUD owned homesteading properties, will be supported by staff funded through the Community Development Program.

### Criteria for Selecting Homesteaders

Prospective homesteaders would have to meet the following minimum requirements:

1. The head of household must be 18 years or older.
2. The head of household must be a U.S. citizen or a resident alien.
3. The family can own no other real property.
4. Adjusted family income (gross income less (\$300 per dependent) can not exceed the following:

<u>Family Size</u>	<u>Maximum Income</u>
1	\$ 9,700
2	12,400
3	14,000
4	15,500
5	16,500
6	17,500
7	18,500
8 +	19,500



5. The family must have the:
  - a) Ability to finance rehabilitation and/or
  - b) Willingness and ability to perform a portion or all of the rehab work.

Preference, in order listed, will be given to those applications meeting the following additional criteria:

1. Lived in Oakland as of January 1, 1975.
2. Has a demonstrated need for housing.
3. Is a low income family (less than \$8,000) with ability to perform work or pay for loan.
4. Total housing expenses will not exceed 25% of adjusted gross family income after rehab is complete.
5. Has demonstrated ability to perform portions of the rehab work.
6. Has sufficient income to obtain market rate interest loans.
7. Are non-residents who are employed within Oakland.

Families will be selected based upon the preference criteria listed above after first meeting minimum requirements. Since first preference will be given to low income recipients, every attempt will be made to match those recipients with the appropriate house, i.e., the one requiring the least repairs. Such a procedure would allow many homesteaders to receive a loan from conventional sources at market interest rates. For example, a family with \$8,000 adjusted income could afford (at 25% of monthly income) to pay \$166 per month on housing expenses. Taxes, insurance, utilities and a maintenance reserve would require \$110, leaving \$56 for principal and interest payment. Such a family could afford to amortize \$6,500 worth of rehab work at 9 percent interest for a term of 25 years.



If more work was needed, a 312 or other low interest loan would permit \$10,000 of such work. If the costs of rehabilitation were excessive, a higher income family would be awarded the property.

Description of Family Selection Procedures

1. It is anticipated that houses will become available every two months and will be advertised in various media.
2. Houses will be made available, by address, with information on rehab cost estimates provided. Applicants will apply for a specific house after examining those listed as available.
3. Housing counselors will interview applicants based upon a questionnaire (see Appendix F); details of the program will be explained at this time.
4. Financial analysts will review application information to determine if the person can meet financing requirements.
5. Qualified applications (based upon minimum requirements) will be submitted to the Homestead Agency for selection based upon preferences, with staff recommendation. If two or more applicants are equally qualified after completion of the entire selection process, the final selection will be made by lottery.
6. Selected homesteaders will undertake a housing counseling course with a detailed review of the



requirements of homesteading as well as normal and special maintenance procedures and other normal ingredients of presale counseling.

7. Signing of contract: Homesteader will be required to pay all direct costs of transfer (title fees, transfer tax, recording fees, inspection fees, etc.). These costs will be minimal and should not cause any person undue hardship.

#### Description of Marketing Plan and Time Schedule

1. Recruiting of Homesteaders and Advertising Properties: Homesteaders will be recruited through the advertisement of properties. Advertising will include newspaper ads in local newspapers, including those with minority readership, for one (1) week; ads will list properties available by address, the estimated rehab costs and the date of an open house visitation for all properties. Housing counselors and rehab advisors for the Community Development rehab program will solicit applicants among those applying for these programs. Community Development District Board members will receive lists to disseminate to the citizens in each district. All persons inquiring by mail or phone to the Agency will receive a mailed notice regarding the availability of houses. This procedure will include all properties available





under the Homestead Program, including other available properties acquired by the City at no or reduced costs from the private sector.

All reasonable attempts will be made to assure marketing coverage to ethnic groups not predominating in the specific target areas, in order to promote integration in all areas of the City.

2. Each prospective, qualified applicant will be invited to examine the property and will be supplied with a summary cost estimate and work write-up for the house(s) for which they are interested in applying.
3. On the date specified within the advertisement, one weekend day, all available houses will be open for inspection by prospective applicants. Staff will be present at each house to answer questions, with information regarding rehab costs and items to be repaired. Neighbors will be invited to attend this open house. Therefore, those examining the houses will then become acquainted, not only with the house, but also with their immediate neighbors.
4. Timetable:  
  
Upon selection of the houses, advertisements will be placed. Thirty (30) days after the first date of advertising will be the final date for applications. The homesteader will be chosen by the Agency forty-five (45) days after the last day for applications. Thirty (30) days from that date, the applicant will



complete the housing counseling course and sign the contract. It is anticipated that this process will be undertaken every two (2) months until the total allocation has been expended.

The program will be concurrent with Community Development activities within the Districts, so that those who qualify could receive a rehabilitation loan.

#### Equal Opportunity

The City will make every effort to provide all qualified applicants the opportunity to participate in the Urban Homesteading Program. There shall be no discrimination by the City on the basis of race, religion, color, sex or national origin in the granting or denying of benefits in any phase of the demonstration program (see Appendix G). The City will specifically administer all programs and activities associated with Urban Homesteading in a manner which affirmatively furthers fair housing practices. The City Attorney, in an opinion in Appendix C, finds the criteria and procedure for the selection of urban homesteaders to be equitable and in total conformance with the intent and purpose of the Housing and Community Development Act of 1974.



### HOMESTEADER CONVEYANCE PROCEDURES

This chapter discusses the form of an agreement between the City and the homesteader and the provision for revocation of the conditional conveyance from the City to the homesteader upon material breach of the agreement. It also incorporates a provision for conveyance in fee simple of the real property from the City to the homesteader, without consideration, upon full compliance with the terms of the agreement between the City and the homesteader.

#### Conditional Conveyance

After completion of the marketing procedures whereby an applicant is selected to homestead a certain parcel of property, conveyancing will be accomplished by the execution of a grant deed (See Appendix C). The transfer will be made from the City to the homesteader without payment of any consideration. The homesteader will, however, be required to pay title insurance (if required) as well as any other fees involved in the transfer of property.

The proposed grant deed requires the homesteader to bring the property up to City of Oakland Building and Housing Code health and safety standards prior to occupancy and to the remaining minimum Building and Housing Code standards within 18 months from date of occupancy. (See Appendix E.) However, homesteader will be expected to bring the property up to neighborhood standards (above code). The homesteader must live in the home for at least 5 years before the transfer of fee simple title. The dwelling will be inspected during the 18 month period for the purpose of ascertaining whether there has been a breach of the deed conditions. The homesteader must avoid any unauthorized encumbrance on the property, and, upon allowing an unauthorized encumbrance, has 30 days in which to cure the violation. Fire and extended coverage insurance will also be required.





Revocation of Conditional Conveyance

Provisions for revocation of the conditional conveyance are contained in the proposed grant deed (See Appendix C). If the City determines that a homesteader has materially breached the condition in the Grant Deed, the City, 30 days after written notice, shall have the right of re-entry and acquire the home in fee simple absolute as if the conveyance had never been made. The City will then record in the Office of the County Recorder a certificate to the effect that title to the home has reverted to the City.



### HOMESTEAD SUPPORT SERVICES

Support services for the Oakland Urban Homesteading Program are the necessary and integral foundation on which to insure the success of the venture. For this reason, most conceivable needs that a homesteader may require in his pursuit of creating a "home" out of the raw material of vacant housing are provided. The main and necessary support comes from the Community Development funded "Home Maintenance and Improvement Loan Program." This provides rehabilitation loans (if market loans are not available), advisory services, coordination and assistance for environmental improvements, and coordination with non-profit housing organizations. Complementing the loan program, and instrumental to the success of urban homesteading, is a comprehensive home management and counseling program. In addition, a wide range of activities to assist the homesteader in the rehabilitation of "homestead" will be available.

#### Plans for Short and Long Term Rehabilitation Financing

Every effort will be made to secure financing for the homesteader. If money is not available on the open market a number of programs exist for alternative financing. Lending institutions have been approached to insure their commitment to Urban Homesteading (See Appendix H). It is expected that lending institutions would take a supportive stance, particularly because the value of the homesteaded structure will undoubtedly be significantly higher than the cost of rehabilitating it. Savings and Loan Associations could supply long term financing of the total cost. This would enable the homesteader to tailor monthly payments to a reasonable (25 percent) of his annual income.

If private institutions are unable or unwilling to lend the necessary funds, there are other options. Section 312 loan funds, to be available through the



Demonstration Program, offer a viable alternative. For those persons unable to obtain conventional financing, the City will utilize its share of those funds to provide loans to those in need. However, since no specific allocation has been made, the City cannot accurately assess the impact of these funds.

The ultimate backstop, or insurance for the program's success, is the Community Development "Home Maintenance and Improvement Loan Program." These loans are proposed to be available at variable interest rates, based on the borrowers ability to pay. The program, still under development, has a number of proposed elements including a Municipal Revolving Loan Program, a Loan Guarantee Program, and an Emergency Hardship Loan Program.

The Municipal Revolving Fund Loan Program would be designed for low and moderate income property owners (including homesteaders) whose equity is sufficient to secure a required loan for property repairs, but who are unable to obtain loans from private lending institutions because of insufficient income. Interest rates would vary from market rate to below market rate, depending on the property owner's income and ability to repay the loan.

The Loan Guarantee Program is designed to assist property owners whose incomes are sufficient to service a rehabilitation loan at market rates, but who, for various other reasons, such as insufficient appraised value of the property, are unable to obtain complete financing from private lending institutions. Under this program, rehabilitation loan funds would be used to insure that part of the loan which does not qualify under conventional financing. This proposed program would require participation by private lending institutions, who, on the basis of the loan guarantees provided by the City, would be willing to make loans available to low and moderate income households.

The final program, the Emergency Hardship Loan Program, would provide low



interest loans to elderly and disabled property owners who do not qualify for the revolving loan and loan guarantee programs but who need an emergency loan to correct conditions considered hazardous to the health and safety of occupants. Interest rates on the loans would vary according to the property owner's income and ability to repay the loan, and the amount of the loan would be limited to a maximum of \$3,500 per owner. For those owners whose incomes are too low to repay the emergency loans, repayment would be made upon transfer of the property.

#### Rehabilitation Assistance

Under the Community Development Program, the following rehabilitation services will be made available to all eligible residents of Oakland, including, of course, homesteaders. Rehabilitation advisors and Housing Representatives would essentially act as resource persons to give close personal assistance to homesteaders for assuring that needed improvements are carried out in an effective and desirable manner. This assistance would be provided according to the following steps:

- (1) After a homesteader has been selected, a rehabilitation advisor and/or Housing Representative would review with the owner the types of repairs needed for improvement of the property, to meet the code enforcement items listed by the Housing Representative. The purpose of this review is to suggest how they might be corrected within the financial capabilities, and time period required and to the personal satisfaction of the owner.
- (2) Based on these estimates, the rehabilitation advisor would prepare a work write-up and plan for correcting required deficiencies in a manner that meets, to the extent feasible, the desired improvements sought by the applicant.





The work write-ups and plans, along with appropriate drawings and specifications, would then be forwarded to a Housing Representative for review. After the "plan check," a complete set of plan specification and contract documents would be presented to the owner for engaging a contractor to carry out the actual rehabilitation work.

The rehabilitation advisor would assist the homesteader in selecting a licensed and competent contractor. The advisor would be responsible for administering the contract and monitoring the activities of the contractor to assure the work is performed according to contractual specifications.

If the homesteader is willing and able to do the rehabilitation work, technical assistance and advice on construction, securing necessary permits and use of equipment will be provided. Staff will also work to provide an alternative to contracting by establishing programs, such as PREP and Project Upgrade, and by using CETA personnel to assist when a contracting approach is not appropriate.

In monitoring the activities of the contractor, the rehabilitation advisor would work closely with Housing Representatives on inspection procedures, issuance of building, plumbing and electrical permits, and securing any permitted variances. In addition to issuing the above permits and carrying out the necessary technical inspections of the work being performed by the contractor, Housing Representatives would also conduct the final inspection of the rehabilitation work pursuant to the particular permits that were issued, and issue a Certificate of Occupancy when all work is completed. The rehabilitation advisor, as part of his or her general responsibility to work closely with the owner during all phases of the rehabilitation work, would assist the owner in arranging these technical inspection and permit issuance activities and in understanding their importance in the overall context of the rehabilitation work.



Wherever appropriate the services of persons employed with the CETA program will be utilized to assist in the rehabilitation work with the homesteader paying for material costs only. This assistance will be provided to those low income recipients that could not otherwise participate in the program. This program is now utilizing CETA paid craftsmen to supervise work and provide technical assistance within the Neighborhood Housing Services area. Additionally, programs utilizing trainees will be used to cut costs.

Under the CD program, neighborhood associations will be formed within the Districts. These associations are to provide incentives for general neighborhood improvements. It is anticipated that these associations will form self-help groups to provide the labor necessary to supplement other rehabilitation programs. Homesteaders would benefit from membership in such a group and such participation will be encouraged.

#### Plans to Provide Support Services

Key to the supportive services offered by Oakland's Homesteading program, is the multiplicity of counseling services offered by the City's home management counseling team (see Appendix F). The urban homesteader will have available counseling in: default and delinquency problems, pre- and post-occupancy information, referrals to other supportive entities, rehabilitation, and discrimination problems.

For delinquency counseling, a review of the family's budget is conducted. Contact is made with lending institutions involved to develop a satisfactory payment plan that will meet the need of the family and the requirements of the lending institution. Information concerning second mortgages are also included in this service.

Pre- and Post-Occupancy Counseling for Prospective Buyers Includes the Following Counseling Services:



- a. Buying procedures.
- b. Neighborhood assessment.
- c. Budgeting and family finances.
- d. Nutrition and family food budgeting.
- e. Consumer practices and finance companies.
- f. Home maintenance.
- g. Legal aspects of home ownership and insurance.
- h. At least one or more individual meetings with staff.

Families looking for housing may contact the counseling staff to inquire about available housing. Staff will assist the family in obtaining a rental which will meet the needs of the family. Staff will also inform families of their rights as tenants and the responsibility of the landlord. This aspect of housing counseling will be extremely important in the Section 8 program.

Families with marginal incomes who will be applying for rehabilitation grants may receive budget management assistance and will be sent to a housing counselor before final application is approved. Rehabilitation counseling will also include the 518 (B) Program of the National Housing Act, which provides for the correction of structural or other major defects in some homes purchased on or after August 1, 1968, and prior to January 1, 1973, if the mortgages were insured by the FHA. The deadline for this corrective action has been extended to March 1976.

The Counseling Division will provide information about current laws to families having problems with housing discrimination. Counselors are available to assist families in filling out forms and will refer them to the proper agencies or persons for handling complaints.

Referrals for housing counseling will come from the sources listed below:





- a. County Social Services Department.
- b. Department of Housing and Urban Development.
- c. Veterans Administration.
- d. Realtors.
- e. 221D3 or 236 Managers.
- f. Housing Authority.
- g. Community Organizations.
- h. Referrals from others who have used the services.
- i. Advertisement.
- j. Community Development Program.
- k. Mortgage Lenders.
- l. Building and Housing Department.
- m. Other City Departments.

Counselors will provide each selected homesteader with a full service course previous to signing of contract and will continue counseling on an as-needed basis after conveyance of property is made.

During this course, members of the Building and Housing Department staff will explain all City and State health and safety requirements as they apply to the homesteader.

#### Plans for Addressing Potential Code Problems

Section 810 of the Housing and Community Development Act of 1974 requires, prior to occupancy, the repair of any health or safety items. To expedite the elimination of any such noted conditions, they would be identified as such in the total list of violations with a recommended corrective measure for each violation to be followed by the homesteader. Full technical advisory service would be provided for complete understanding of conditions falling within this category.



Examples of conditions to be noted would be as follows:

1. Unvented and illegally installed gas appliances.
2. Exposed or bare electrical wiring, hazardous fixtures or equipment which could cause shock or fire.
3. Broken or badly deteriorated stairs, porches, handrails, guardrails or conditions which could result in a fall or are in danger of collapse.
4. Structural damage to the point where the elements are not excluded.
5. Broken or open sewer lines that do not carry all effluent without overflowing, or are providing easy access for rodent infestation to the residence.
6. Elimination of any vermin or rodent infestation.
7. Any other condition that presents a hazard to the health and safety of those persons planning to reside therein.

Basic plumbing fixtures, consisting of water closet, lavatory, bathtub or shower, kitchen sink and hot water heater, would be required, but as long as no safety condition was involved they could be used during the first eighteen months until brought up to total required code compliance.

The above would be required to be corrected before occupancy.

In addition to the procedures outlined in the section of rehabilitation assistance, periodic call backs would be made to the structure by the Housing Representative during the first eighteen months to ascertain that work is progressing on schedule. Work being done under permit will be inspected by the technical inspector upon call of the homesteader.

All noted applicable code violations would be required to be completed within a period of eighteen months. A Certificate of Occupancy will be issued



upon completion of all noted violations.

During the remaining three and one-half years the property will be routinely checked to see that it is being maintained in good repair. Rechecks will not be made any more often than necessary, and in no case will they be made to harass the homesteader and his family.

It is anticipated the properties would have been surveyed by the City upon acquisition by HUD and upon request of HUD's Area Manager. A list of all applicable code violations would be made and forwarded to the Area Manager and FHA. The Area Manager then prepares a work write-up and cost estimate of needed corrections prior to soliciting bids. It is assumed that these documents would be made available for each selected property to serve as a comparison and guide for estimating rehabilitation costs essential to the selection of a homesteader. If this process is not initiated, staff will provide a full work write-up of selected property.

Properties selected would be conveyed to the City of Oakland by HUD. The minimal repairs would be identified for correction prior to a homesteader occupying the property. A recommended repair schedule would be established with the homesteader through the required counseling program. Required permits would have to be obtained prior to doing work. As soon as minimal work is completed the utilities would be released and the homesteader would be permitted to occupy the structure.

#### Plans to Utilize Homestead Plan for Non-HUD Properties

All available residential properties received by the City for no or substantially reduced cost not needed for another public purpose, will be processed under the same guidelines as those for HUD properties. Those properties transferred to the City for some cost will be specifically noted in advertising, as



any acquisition costs will be passed on to purchaser. The utilization of the City's Homestead Plan non-HUD houses will take place on a City-wide basis.





NEIGHBORHOOD IMPROVEMENT AND UPGRADING  
OF SERVICES AND FACILITIES

This section is intended to furnish a description of plans for neighborhood improvement and the upgrading of services and facilities. Major impetus for neighborhood improvement has come from the East Oakland Housing Task Force and, thus encouraged, the City has developed plans for neighborhood improvements. The housing conservation, rehabilitation, financing, counseling, and other programs discussed in the previous chapters are but part of the total program developed to meet neighborhood improvement objectives. Recreation and social services, security and sanitation services, and plans for the improvement of public facilities are included. Together with existing provisions for these needs and problems, the programs will comprise a coordinated approach to neighborhood improvement.

Improvement of Neighborhood Services

Code surveillance and enforcement programs for many years have been applied on a district basis in Oakland. The uniform housing codes, applied city-wide, provide for the survey and enforcement of building, electrical, plumbing, mechanical, zoning, sanitation, occupancy, and use violations. The Building and Housing Department also provides a special staff to deal with the problem of vacant residential buildings. The follow-up on substandard and public nuisance action sometimes requires demolition.

However, combined with the back-up of rehabilitation programs



to be provided under Community Development, code enforcement efforts will have a more positive effect on the East Oakland housing stock, by not only conserving but by also improving the quality of the housing supply. The "General Housing Conservation Inspectional Services Program" proposed through Community Development, would provide a general increase in the existing code enforcement process. Augmenting general code enforcement are a number of rehabilitation loan programs to provide financial assistance in abating code violations.

In response to an increasing amount of vandalism and thefts in East Oakland, three programs have been designed to improve the sense of security and safety in the area. The "Additional Security Services Program" has been proposed in order to help reduce the burglary rate by assigning eight additional police officers in East Oakland. The "Building Security Inspection Program" will provide police service technicians to inspect East Oakland residences for security weaknesses. Residents would then be informed of specific corrective measures that could be taken to correct any problems. Through this effort, technicians would attempt to stimulate interest in home alert groups by disseminating anti-crime and security information. The "Additional Animal Control Services Program" would provide additional safety measures. Extra animal control officers would be assigned to the area in order to alleviate the nuisance created by stray animals. The Alameda County Health Department is also implementing a rodent control program in this area with federal assistance.

A variety of City actions are presently upgrading the environ-



ment of the target neighborhoods. Recently, a mandatory garbage disposal program was enacted to ensure refuse collection in the event of delinquent payment for service. The franchised scavenger service is required to routinely collect garbage from all residences. Where service is not paid, the City pays the bill, and recovers the fee later through placement of a lien to be paid with property taxes.

A number of programs have been designed specifically to solve the types of refuse and related problems existing within the target areas. Under the proposed "East Oakland Revitalization Program" several projects are designed to alleviate unsightly conditions in the area. The "Weed Clearance" and the "Hand Sweeping" programs are designed to impact public areas. Under Weed Clearance, debris and weeds will be removed from all rights-of-way and public lots. Hand sweeping would provide the sweeping of streets which can not be adequately cleaned by mechanical sweepers.

In an effort to provide a positive impact on private property, the proposed "Debris and Garbage Clean-Up Program" offers home owners, who are otherwise unable to pay the charges, a cleaning service. City staff clean the vacant lots and grounds of residences free of charge. The "Vacant Residential Building Clean-up and Security Program" offers owners of abandoned buildings a similar service. For the cost of materials only, the City will remove rubbish and weeds and will secure the building from entry. Finally, as part of a city-wide clean-up campaign, the target areas will also be provided with dumpsters at pre-scheduled times. Local citizens groups are encouraging total area wide clean up.





### Improvement of Neighborhood Facilities

Recreational facilities will also receive attention in the overall Community Development effort. The target areas will benefit from facilities provided through Park and Recreation capital improvement projects. In the San Antonio areas, the newly constructed Manzanita Neighborhood Center will offer space for a range of community organizations, and the small neighborhood park adjacent to this center will soon be completed. Also, the recreation center located at San Antonio Villa will be reopened, secured from vandalism, and expanded to include an additional basketball court.

A park and/or recreation center in the vicinity of Seminary Avenue will be a high priority project submission in the Second Community Development Action Year. The area may also gain a major youth development center located along East 14th Street in cooperation with a Clorox Corporation project. Further east is the Arroyo Viejo Park and Recreation Center and the adjacent McConnel Field. The Elmhurst Area also contains the Elmhurst Lions Field adjacent to Elmhurst Junior High School. Nearby are two currently funded projects: the larger will be at the site located between 96th and 98th Avenues for the development of a community park; a smaller, mini-park is planned on Holly Street (NHS mini-park).

Further east is the existing Elmhurst Plaza on 98th Avenue. An additional complex of tennis and handball courts



is scheduled for installation across the street from the Plaza. The smaller Sobrante area has an existing recreation area known as Sobrante Park, adjacent to Madison Junior High School.

To help preserve the quality of recreational facilities in East Oakland, under Community Development's "Supplementary Clean-up Program" crews will be provided to make a second clean up "run" for all park and recreation facilities in the area. This supplementary clean up would provide additional removal of debris and litter.

In general, public services in East Oakland are considered adequate. The area receives regular attention, periodic improvements, and maintenance of public facilities from the Public Works Department. Several blocks in the Fruitvale and Elmhurst Areas do suffer from a drainage problem. The sewers in these blocks are to be replaced within the next few years. One street, also in the Elmhurst Area adjacent to Cox Playground, is scheduled for general repairs and improvement.

The area below and adjacent to East 14th Street will also be enhanced with the planting of trees along eight streets as part of Phase II of the Elmhurst Neighborhood Development Program.

#### Coordination of Community and Private Efforts

Citizen participation has proved to be an effective mechanism to coordinate community and private efforts. The City has been



divided into Community Development Districts, each directed by a District Board of Citizens and City staff. The boards are involved in an ongoing process to determine neighborhood improvement priorities and to coordinate citizen action groups. Most of the Community Development programs have utilized, and will continue to benefit from, this guidance and input. Throughout the description of Community Development projects affecting the target areas, it is evident these groups will be involved in the implementation of the projects. All government agencies and organizations and private resources will be mobilized whenever possible to accomplish the goals of the coordinated approach of Community Development. A primary effort will be to enlist the help of private lending institutions to make loans available for rehabilitation and other housing efforts within the target areas.

Outstanding examples of coordination between the community and private efforts include programs administered by the New Oakland Committee (NOC) and Oakland Neighborhood Housing Services, Inc. (NHS). NHS is a private non-profit corporation created to reverse urban decline in the Elmhurst area of East Oakland. The target area extends from Bancroft Avenue to East 14th Street and 73rd Avenue to the border of Oakland and San Leandro. (Target Neighborhoods D & E) The NHS provides rehabilitation and financial services to homeowners within the area, as well as emergency loans to those requiring them for code enforcement activity. It is also a focus for organizing neighborhood associations and general neighborhood improvements, operating on a yearly budget of \$50,000

NOC is an organization with representation from the labor,



minority and business communities, created to provide a variety of services to Oakland communities, and funded by business. The NOC has selected an area in East Oakland (Target Neighborhood B) and plans a multifaceted attack on deteriorating housing by providing job placement for those who require it, assistance in obtaining home improvement loans, and additional educational benefits. Their emphasis is on upgrading the entire family unit. Also, there has been some indication of support from the labor establishment of Oakland. At least one local union has pledged its full support of the homesteading concept and the upgrading of the East Oakland Area. (See Appendix I)

#### Plans to Assist Other Property Owners

Again, district and neighborhood associations will play a significant role in encouraging property owners to take action to maintain and upgrade their property. Participation in the neighborhood self-help projects, as well as in the clean-up projects for occupied and unoccupied properties under the East Oakland Revitalization Program will also be encouraged. Already, several neighborhood associations are assisting and encouraging residents in the target areas to improve their property. Other property owners, if qualified, will be assisted by most loan and counseling programs heretofore described. Also, Community Development rehabilitation loan programs will be available.

#### Property Tax Relief

In view of applicable property tax laws, it is the opinion





of the City Attorney that property tax relief would not presently be feasible, but the City will continue to explore alternatives for property tax relief.

#### Use of Other Unoccupied Neighborhood Properties

The East Oakland Housing Committee instigated City Council action to institute a program of corrective action to arrest the rising number of vacant, unsecured and vandalized structures. Agreements were authorized by property owners and/or lenders to protect real property interests against vandalism, waste, dilapidation, disrepair, or other diminution in value. Under the agreement, the City crews are permitted to enter the property in order to remove any trash, rubbish, debris or weeds, and to secure the building against vandalism. This is accomplished at a minimal cost to the owners. Complementing this program, an effort was made through the Department of Housing and Urban Development to improve the physical appearance of abandoned housing. Paint is supplied to the City for painting the plywood coverings over windows and doors on HUD repossessed houses.

In the City of Oakland, the Housing Advisory and Appeals Board requires all residential buildings which are declared a Public Nuisance to be either rehabilitated to meet Certificate of Occupancy standards or to be demolished. In an attempt to save and use these homes, the Residential Acquisition and Rehabilitation (or Demolition) Revolving Fund Program has been proposed, using Community Development funds. Under this program "abandoned" houses will be acquired and rehabilitated for re-sale, or will be rehabbed and a lien placed



on the property. These unoccupied properties will also be eligible for various loan funds established under Community Development. The houses can be rehabilitated under contract, special training programs, or a variety of methods. Houses will be demolished only when necessary, and the proceeds from the resale or the payment of the liens will finance the continuation of the program.

The target areas will also benefit from State relocation efforts. In an effort to provide relocation housing for persons displaced by freeway construction in West Oakland, the State will provide rehabilitation of 160 HUD-owned houses in and around the target areas. It is estimated that 70 houses will be completed within the first action year.

In addition to properties received by the City and earmarked for homesteading, there are several approaches and uses being considered for other vacant and abandoned properties. The Oakland Housing Authority has been exploring the feasibility of acquiring vacant properties adjacent to their Turnkey Public Housing units for utilization as recreation facilities. The lack of recreation space and facilities for Turnkey tenants has produced a major negative impact on the neighborhoods affected, and the development of "mini" playgrounds offers at least a partial solution. The Housing Authority, to date, has had marked cooperation from the Savings and Loan institutions presently holding these vacant parcels.

Neighborhood groups have been very active in proposing alternative uses for vacant parcels. In some cases, they advocate



that parcels, where possible, be sold to neighboring property owners for expanded garden space. Other suggestions include using the lots for "mini" parks, community gardens, or for the placement of pre-fab housing.

Several formerly vacant homes have been utilized by non-profit housing organizations as neighborhood offices.

#### Resources Available for Neighborhood Improvements

As can be expected from the approach to be used, a variety of resources will be available to the Homestead Program. Lending institutions will be consulted for input into the Rehab Program, and will also be encouraged to issue loans for rehabilitation and purchase of homes to persons in the target areas.

Community organizations can be relied upon to continue their interest and participation at all program levels, and to provide manpower for the self-help and neighborhood clean-up projects. The East Oakland Housing Committee draws upon the abilities and energy of 28 community based groups in their area in an effort to find solutions to critical housing problems there. The East Oakland Housing Task Force, complementing the Committee, has actively participated in the preparation of a comprehensive plan for the financing of home purchases and housing rehabilitation.

The bulk of financial resources will be provided through federal funding. Community Development Block Grant Funds will make possible the comprehensive housing program and support services which will provide the back-up crucial to the Homesteading Program. In addition, the Comprehensive Employment and Training





Act (CETA) funds will supplement City staff in the provision of manpower for many of the tasks created by these programs. General funds and personnel of District, County, and especially the City will support neighborhood efforts. To a lesser extent the private sector will be involved. Whenever possible, incentives will be developed to encourage the involvement of this resource.

#### Adequacy of Public Services and Upgrading

In general, the quality of public services are adequate throughout the City. However, the supplementary services to be provided under the East Oakland Revitalization Program for security, animal control and clean-up should be sufficient to correct the specific problems of the area.



A P P E N D I X    A



## DESCRIPTION OF OAKLAND REDEVELOPMENT AGENCY

Established by the Oakland City Council in 1956, the Oakland Redevelopment Agency works to create a balanced urban environment that benefits all the people of Oakland. Revitalizing a deteriorating residential area of a city involves many components: renovating structures that can and should be preserved, demolishing unsafe buildings, building new residential, commercial, educational, social and cultural facilities, and fixing streets, curbs and gutters - to name just a few. Renewal is a broad task that brings together a community's total resources working to create a better lifestyle for the total community.

The Redevelopment Agency, under Federal guidelines, is authorized to perform specific renewal functions - conduct surveys and create comprehensive plans for redevelopment areas ... acquire, clear and assemble land to sell to private developers for needed new facilities ... give relocation assistance to individuals and businesses who are required to move because of urban renewal ... and assist property owners who wish to undertake rehabilitation of their homes or businesses. The Redevelopment Agency acts as a catalyst, a facilitator that makes renewal possible by channeling Federal funds into the City. Its efforts, and the benefits of renewal to a community, are, indeed - and most properly - the result of a partnership involving the citizens, the City Council, City departments, the school district, labor unions, churches, businesses and the Federal government. Redevelopment occurs through a true blending of public and private capabilities, each contributing unique ingredients to make the process work.



The City has seven renewal areas located within CD Districts, including Acorn, Peralta, City Center, Chinatown, Stanford/Adeline, Elmhurst and Oak Center. It is most appropriate to discuss the Oak Center Project here, as many elements relate to expertise relative to Urban Homesteading.

Oak Center is a residential community in Oakland's inner city with a reputation in the Bay Area for boldness. In 1963 found most of its residents living in overcrowded, deteriorating Victorian homes built around the turn of the century. Many of the structures were basically sound, but almost all had been subdivided during World War II into small apartments to accommodate the influx of workers for nearby shipyards. Banks were reluctant to make loans to home owners who wanted to modernize. Schools were over-crowded. Open space and recreation facilities were severely limited. Liquor stores, nightclubs, pool halls and small shops added unnecessary traffic and noise to residential streets. The streets themselves were narrow and poorly maintained.

Concerned residents in the 56-block community knew it was time for a change, and came together to form the Oak Center Neighborhood Association. Working closely with the Oakland Redevelopment Agency, a unique Urban Renewal Plan was created, emphasizing rehabilitation of existing properties instead of large-scale clearance. In 1965, the City Council approved the Plan, which also called for comprehensive changes in the environment, including modernization of existing schools and the addition of a new elementary school.

The Agency purchases homes using a variety of financing techniques to sell to interested persons including 235(j), 220,





and SAMCO. To date, 283 of 465 homes to be rehabilitated have been completed; a total of 574 modern units with the charm of the past preserved. Environmental improvement including street improvements, recreational facilities, parks and new schools have also been completed. This experience with the revitalization of a neighborhood through rehabilitation has had a profound impact on the City as a whole.

Recognizing this expertise and experience, the Oakland City Council designated the Agency to coordinate and administer the City's Community Development Program under contract. Due to its responsibility for providing citizen input and administration of the rehabilitation loan and grant program, and other programs (see Appendix) the Agency is the most appropriate entity to implement the Urban Homestead Program. Staff charged with rehabilitation inspection and implementation are available with no additional hiring necessary. The Housing Counseling staff is already working in the community and can assume homestead program activities immediately. Financial advisors are also available. Coordination with the City's code enforcement staff is under way. No impediments exist for prompt implementation of the program.



CONTRACT FOR SERVICES

THIS CONTRACT is made and entered into this 12<sup>th</sup> day of June, 1975, by and between the CITY OF OAKLAND, a municipal corporation (hereinafter referred to as "City"), and the REDEVELOPMENT AGENCY OF THE CITY OF OAKLAND, a public body, corporate and politic (hereinafter referred to as "Agency").

WHEREAS, the City has received Community Development Block Grant Funds under Grant Agreement No. B-75-MC-06-0013 from the United States Department of Housing and Urban Development pursuant to Title 1 of the Housing and Community Development Act of 1974 (Public Law 93-383) to provide for the implementation of a Community Development Program in the City of Oakland; and

WHEREAS, the Oakland City Council has approved a Community Development Transition Plan dated January 21, 1975 and modified on March 18, 1975 to provide for a transition structure to implement a Community Development Program in the City of Oakland; and

WHEREAS, said Transition Plan sets forth that the Agency shall be the primary transitional entity for organizing the major program elements of the to-be-established Office of Community Development; and

WHEREAS, said Transition Plan further sets forth that the Agency shall plan, develop, administer and implement for Program Year 1975-76 a comprehensive set of action programs for improving the housing, physical, social and economic environment of the City's neighborhoods; and

WHEREAS, said Transition Plan further sets forth that the Agency in coordination with City Staff will recommend any



necessary adjustments to the City's First Year Community Development Application as well as prepare the City's Application for Program Year 1976-77; and

WHEREAS, it is recognized by the City that Agency Staff has the necessary skills and experience developed over the years of undertaking redevelopment pursuant to prior Federal categorical funding programs to develop and administer the City's Community Development structure; and

WHEREAS, it is the direction of the City Council that the Community Development structure to be established and administered by the Agency be developed in such a fashion that such structure can be integrated into the existing City administrative framework as an Office of Community Development by July 1, 1976, it being the intention of the City that said Office will be then vested with primary responsibilities for the development and administration of the City's Community Development Program; and

WHEREAS, it is the direction of the City Council that these responsibilities and obligations be set forth in a contract between the City and Agency; and

WHEREAS, the intent of this Contract is to implement the above-mentioned Community Development Transition Plan; and

NOW, THEREFORE, the City and Agency do mutually agree as follows:

#### ARTICLE I - DEFINITIONS

Section 101. Use of Certain Terms - Except where the context clearly indicates otherwise, the following capitalized terms as used in this Contract shall have the meanings ascribed to them in this section.





- A. HUD - U.S. Department of Housing and Urban Development.
- B. COMMUNITY DEVELOPMENT PROGRAM - Program activities or projects in the City of Oakland pursuant to Title I of the Housing and Community Development Act of 1974. (Public Law 93-383).
- C. TRANSITION PERIOD - That period of time from the date of execution of this Contract to June 30, 1976, whereby the Oakland Redevelopment Agency will administer and organize those certain program elements to be established in the City's Office of Community Development.
- D. AGENCY - Redevelopment Agency of the City of Oakland, a public body, corporate and politic.
- E. CITY - City of Oakland, a municipal corporation.
- F. OFFICE OF COMMUNITY DEVELOPMENT - A department or office of the City of Oakland to be established to administer the Community Development Program in the City of Oakland, and to assume the responsibilities and obligations which the Agency is undertaking in reference to Community Development pursuant to this Contract.
- G. CITY COUNCIL - Oakland City Council
- H. CITY MANAGER - Chief Executive Officer of the City of Oakland.
- I. TRADITIONAL REDEVELOPMENT ACTIVITIES - Those activities and services undertaken by Agency pursuant to the California Community Redevelopment Law (Health & Safety Code §33000 and 42 USC 1450, Title I).
- J. EXECUTIVE DIRECTOR - Chief administrative officer of the Agency.



ARTICLE II - TERM OF CONTRACT

Section 201. Termination Period - This Contract shall commence on the date of execution and shall terminate on June 30, 1976.

ARTICLE III - SERVICES TO BE PERFORMED

Section 301. General - The Agency will carry out its responsibilities pursuant to this contract in accordance with all applicable Federal, State and Local laws, and all policies, procedures, regulations, and requirements as HUD and/or City may from time to time prescribe.

Section 302. Program and Planning Responsibilities

- A. Agency - The Agency shall continue to perform its Traditional Redevelopment Activities pursuant to State and Federal laws and unless specifically set forth in this Agreement such activities will not be subject to the provisions of this Agreement.

As part of Agency's responsibilities pursuant to this Agreement, Agency shall perform the following functions:

1. First Year Community Development Program.

The Agency shall assess and recommend to the Oakland City Council after consultation with the City Manager and after the Agency has provided to the community full and ample participation by any resident wishing to be heard on matters relating to Oakland's Community Development Program for Program Year 1975-76, any changes in the programs, projects or activities to be undertaken pursuant to the City of Oakland's First Year Grant Entitlement under Title I of the Housing and Community Development Act of 1974.



Upon completion of the report and recommendations, including an amended application if applicable, as to any possible changes in the First Year Community Development Program, the Agency shall submit said report to the City Manager for transmittal to the City Council. The City Manager shall not change the Agency's report, but may submit to the Council his own recommendations if he deems it appropriate.

2. Second Year Community Development Program

The Agency shall assess and recommend to the Oakland City Council after consultation with the City Manager and after the Agency has provided to the community a full and ample opportunity to be heard on matters relating to Oakland Community Development Program for Program Year 1976-77 pursuant to the City's Second Year Grant Entitlement under Title I of the Housing and Community Development Act of 1974.

3. Agency Program Planning and Development

- a. Upon approval by the City Council of an amended First Year Community Development Application (or upon Council determination not to amend the First Year's Application) and/or upon approval by the City Council of a Second Year Community Development Application, Agency shall prepare within a reasonable time and in the form as prescribed by the City a comprehensive Program



Plan, including an administrative plan and related budget for each Community Development project or activity to be administered by the Agency. The Agency shall coordinate the preparation of this documentation with the City Manager and shall submit same to the City Manager for his review and comment as well as for the purpose of having said documentation submitted to the City Council for approval.

Upon approval of the City Council of the Program Plan said Plan shall be incorporated by reference to this Contract and by such incorporation shall be made a part hereof.

- b. The Program Plan should include, but not be limited to, a comprehensive description of the projects and activities including its scope, operations, areas, and individuals affected, as well as the goals and objectives of the Program. The Plan should also include the administrative structure of the Program including organization charts, staffing, salaries, and budgets for each project or activity. For the purposes of convenience and administrative efficiency, all budgets should be submitted to the City on the City's standard budget forms.





- c. For those projects and activities which are in the initial planning stages and have not been developed with sufficient specificity as of the date of the execution of this Contract, the Agency has submitted to the City Manager an Estimated Planning Budget and Projected Program Plan from the period the Agency began planning activities pursuant to the Community Development Program through the time in which the City Council approves an Amended First Year Application. Said Estimated Budget and Projected Program Plan are attached hereto as Exhibit A and incorporated by reference as part of the Contract. By execution of this Contract it is agreed that the Agency is authorized to undertake and be paid out of Community Development funds for those activities or functions as set forth in the Projected Program Plan and related Budget.
- 4. Program Activities and Responsibilities
  - a. The Agency is responsible for the formulation and development of all those projects and activities pursuant to Oakland's Community Development Program which have been approved by the City Council and budgeted for Community Development.
  - b. The Agency is furthermore responsible for the administration and implementation of all Community Development activities and projects pursuant to the adopted Community Development Program except in those instances thereof in which the City Council or other public body having jurisdiction has finally determined



that the Agency cannot legally administer any specific project and/or activity.

- c. The Agency shall establish and administer a Housing Office. The services to be provided by this office shall include, but not be limited to, the following:

- 1) A Home Management Counseling Program;
- 2) A Fair Housing Information Program;
- 3) Rehabilitation Loan and Grant Programs;
- and,
- 4) City-wide Relocation Programs.

- d. The Agency shall develop economic development programs as related to Community Development in order to plan for programs which will stimulate and promote employment opportunities and the overall commercial and industrial growth of the City.

- B. City - The City shall administer any such project or activity which has been approved and budgeted by the City Council which has not been designated to be administered by Agency and which cannot be administered legally by the Agency.

In addition thereto, the City shall perform the following functions:

- i. Upon adoption by the City Council of/<sup>an</sup>amended First Year Application prepared by the Agency (or a determination by the City Council not to so amend the Application) and/or the adoption of a Second Year's Application initially prepared by Agency, the City shall take all necessary steps to process all applications, as well



as to prepare and process in cooperation with Agency all necessary contracts, certifications, and documentations as HUD may require pursuant to the administration of the Community Development Program.

2. The City Manager shall coordinate the work assignments of City Staff and Departments to provide services in those Community Development Program areas which are retained by the City. The City Staff assigned to these projects and/or activities will continue to be under the administrative control and technical and professional guidance of the City Manager.

- C. City and Agency - In some projects or activities undertaken pursuant to the adopted Community Development Program, both the City and the Agency will have joint obligations in the administration and implementation of any specific project or activity. In those instances, the respective City and Agency staff shall remain under the administrative control of the City Manager and the Executive Director, respectively. The City Manager and Executive Director shall cooperate fully in the implementation of such joint activities in projects. However, no Community Development funds shall be expended on such project or activity until the party who has overall responsibility for the administration and implementation of any specific project or activity approves of the





commencement of said project or activity.

As part of City's and Agency's joint responsibility pursuant to this Agreement, the City and Agency shall perform the following function:

1. The City Manager and Executive Director of the Agency, within sixty (60) days from the date of execution of this Agreement, shall submit to the City Council an administrative plan to incorporate all the functions and responsibilities pursuant to this Agreement to the greatest extent legally and administratively feasible into an Office of Community Development within the City of Oakland government by July 1, 1976. Said plan shall outline the steps necessary to implement said incorporation, setting forth in specifics the timetable of certain events necessary to implement said incorporation by July 1, 1976. Said plan shall also include the integration of the Oakland Housing Authority into said Office as well as to study the possibility of integrating other appropriate existing entities, offices and/or departments into the Office of Community Development as required.

Section 303. Subcontracts - The Agency will undertake the program activities required of it pursuant to this Contract (1) with its own staff (including the temporary use of City Staff) and/or (2) by contracting with other public bodies or private contractors. No monies under this Contract shall be disbursed



by City on behalf of Agency to any other public body or private contractor, except pursuant to a written contract.

The Agency shall deliver an informational copy of all Community Development\* contracts entered into with any party for goods and services to the City Manager, at least three (3) working days before the contract is to be approved for execution for the purpose of reviewing said contract for possible conflict with the provisions of this Agreement and to assure that the request for encumbrance of Community Development funds for the contract amount is within the approved budget limitations. Agency shall not execute, amend, or concur in any contract with any party for services or goods for a period extending beyond the term of this contract or enter into any contract in excess of \$5,000, if such contract is to be paid out of Community Development funds, without prior written approval of the City Council.

Section 304. General Services - City, through its Office of General Services and Agency, through its Controller shall meet on an ongoing basis during this contract period to plan and develop a schedule for the integration on or before July 1, 1976 of Agency's general services requirements (including by way of example, purchasing, communication systems and shop operations) into the City's Office of General Services. At least once a month, City and Agency shall monitor and evaluate whether or not the goals and objectives established to implement this integration have been met and achieved. Quarterly reports on these findings shall be submitted to the City Council for its review.

Section 305. Real Estate Services - Agency through its present real estate staff, shall provide all real estate services neces-



sary for the implementation of this Contract.

If additional real estate staff is required by Agency to effectively provide such services, Agency shall request that the City's Real Estate Department provide the necessary staff assistance, if available. If there is no City Real Estate Staff available within a reasonable time, the Agency shall request City Council's approval to hire such additional real estate personnel as is required.

During this contract period the Real Estate Department of the City and Agency's Real Estate Staff shall meet on an ongoing basis to develop a plan for the effective integration on or before July 1, 1976 of the Agency's real estate services into the City. At least once a month City and Agency shall monitor and evaluate whether or not the goals and objectives established to implement this integration have been met and achieved. Quarterly reports on these findings shall be submitted to the City Council for its review.



ARTICLE IV - CITIZEN PARTICIPATION STAFFING

Section 401. For the purpose of involving citizens in the process of planning and implementing the Community Development Program, the City Council has approved the establishment of seven (7) neighborhood districts which shall be organized and responsive to the citizens, community organizations, institutions and interest groups within those districts to assist, in an advisory capacity, the Agency and the City in the development of the Community Development Program. The boundaries of each district shall be generally those set forth in the attached Exhibit B. Agency may reasonably adjust the boundaries of said districts if deemed necessary to assure effective citizen participation.

To assist the citizens in each district, the Agency shall provide, with existing personnel, staff support to each district to aid each district in developing its recommendations for projects and activities to be undertaken pursuant to the Community Development Program and to assist the districts in the implementation of the Community Development Program as finally adopted by the City of Oakland. If it is determined that additional staff is necessary to assure effective citizen participation throughout the Community Development process, said additional staff shall be provided upon approval by the City Council.

ARTICLE V - MODIFICATION OF CONTRACT

Section 501. The City and/or Agency may from time to time request changes in the program budgets and in the scope of the services to be performed by Agency under this Contract. Such changes which are mutually agreed upon by and between the City and Agency must be incorporated in written modifications to this Contract after approval by the Oakland City Council and Agency members.





ARTICLE VI - FINANCIAL MANAGEMENT

Section 601. City - In accordance with the City's primary responsibility to carry out the transfer and centralization of all existing financial management functions during transition, City agrees to and shall perform specific functions including but not limited to the following:

- A. Collect, receive and deposit all Community Development monies;
- B. Disburse funds for Community Development purposes pursuant to vouchers that have been properly executed and which are in compliance with all applicable laws, rules, regulations, and budgets. For activities or projects which are Agency responsibilities pursuant to this Contract, City agrees to disburse funds upon vouchers properly executed by the Executive Director or his authorized representative so long as said vouchers are within the approved budget for said project or activity.
- C. Maintain appropriate Community Development accounts pursuant to procedures of all applicable laws and regulations;
- D. Prepare monthly financial reports for Agency and periodic reports for other governmental bodies as required by HUD procedures and as further required for management information purposes.



- E. Prescribe internal control procedures for maintaining financial integrity;
- F. Audit or contract for audit services of Community Development activities and funds as may be deemed necessary.

Section 602. Agency - Concurrent with City's primary responsibility for financial management functions, the Agency shall perform the following supportive fiscal functions and cooperate with City to expedite orderly implementation of the Community Development Program:

- A. Prepare supporting documents for the City Budget in accordance with the City Manager's Budget Instructions;
- B. Regulate commitment of expenditures so as to stay within budget limitations;
- C. Prepare or verify documents to validate receipt of goods or services. These documents will be used to request disbursement of funds by the City's Office of Finance for Community Development purposes;
- D. Payroll functions for Agency Staff including new hires for Community Development activities, until City assumes responsibility for all payroll functions for the Agency and Community Development Staff which is scheduled to occur at the earliest possible time but not later than July 1, 1976;
- E. Furnish City with required invoice, time, attendance and labor distribution information necessary to obtain reimbursement from City for payroll costs chargeable to Community Development activities;



- F. Custody of an imprest fund (petty cash expense account) for Community Development activities pursuant to City Finance procedures.
- G. Provide City staff with timely forecasts of needed expenditures to enable the City's Office of Finance to obtain Community Development funds from the Federal Government;
- H. Provide City's Office of Finance with all originals of approved contracts and other documents required to support financial accounts maintained by the City and City disbursement of Community Development funds;
- I. Prepare and submit monthly status reports to the City on the progress of programs and projects undertaken pursuant to this Contract.
- J. Provide the necessary internal fiscal management documentation requested by the Executive Director to assist Agency in the implementation of its responsibilities pursuant to this Contract.

Section 603. City and Agency - City and Agency, through their respective Finance Departments, shall meet on an ongoing basis during this contract period to plan and develop a schedule for the integration on or before July 1, 1976, of the Agency's financial functions into the City's Office of Finance. At least once a month City and Agency shall monitor and evaluate whether or not the goals and objectives established to implement this integration have been met and achieved. Quarterly reports on these findings shall be submitted to the City Council for its review.

Section 604. Audits and Inspections - The Agency shall at any time during normal business hours and as often as the City or HUD



may deem necessary, make available to the City for examination all of its records with respect to all matters covered by this Contract and shall permit the City or its designated representatives to audit, examine, and make excerpts or transcripts from such records.

ARTICLE VII - PERSONNEL MANAGEMENT

Section 701. Personnel. All staff additions required by the Agency for the purpose of carrying out the provisions of this Contract shall be employed only to fill positions within approved program and project budgets and shall be employed by the Agency pursuant to the comparable Pay and Classification Plan of the City to the extent that it is applicable.

During this contract period City and Agency shall meet on an ongoing basis to develop a plan for the effective integration of Agency personnel into the competitive personnel system of the City of Oakland. The target date for said integration shall be on or about July 1, 1976. At least once a month City and Agency representatives shall monitor and evaluate whether or not the goals and objectives established to implement this integration have been met and achieved. Quarterly reports on these findings shall be submitted to the City Council for its review.

Employees of the Agency shall be subject to the performance and conduct standards of the Agency and their advancement, demotion, disciplinary action or dismissal shall be subject to the personnel rules and regulations of the Agency and the approval of the Executive Director of Agency from the date of this Contract through June 30, 1976.

It is the intent of the parties that effective July 1, 1976 all required employees of the Agency shall become employees of the





City and shall be subject to all applicable rules, regulations and administrative instructions thereof.

ARTICLE VIII - PROPERTY OWNERSHIP

Section 801. Title. Title to all property, real and personal acquired by the Agency from Community Development Block Grant Funds made available to Agency pursuant to this Contract shall immediately vest in the City upon acquisition by the Agency. However, with respect to all property acquired for traditional redevelopment activities pursuant to the Community Redevelopment Law which is situated within approved redevelopment project areas, title to said property upon acquisition shall immediately vest in the Agency.

ARTICLE IX - TERMINATION

Section 901. Procedure. Upon the giving of sixty (60) days written notice to Agency, the City may terminate this Contract in whole or in part without cause or immediately for cause, which shall include, but not be limited to any one of the following grounds:

- A. Failure, for any reason, of the Agency to fulfill in a timely and proper manner its obligations under this Contract, including compliance with State and Federal law and applicable HUD directives;
- B. Submission by Agency to City or HUD of reports that are incorrect or incomplete in any material respect;
- C. Improper use or reporting of funds provided under this Contract;
- D. Suspension or termination by HUD of the grant to the City under which this Contract is made, or the portion thereof delegated by this Contract.



Section 902. Contract Expiration. This Contract shall expire on June 30, 1976. Effective July 1, 1976 all Community Development functions, programs and administration shall be centralized in the City's Office of Community Development.

ARTICLE X - INSURANCE AND BONDING

Section 1001. Agency. Agency agrees to hold harmless the City, its officers, agents, officials, and employees from any and all claims, actions, causes of action, judgments, and liens arising out of the Agency's performance under this Contract. The Agency shall procure comprehensive bodily injury and property damage liability insurance, including automobile, product liability, and/or completed operations coverage, and specifically including contractual liability covering liability assumed hereunder, providing bodily injury liability limits of not less than \$200,000.00 for each person and \$300,000.00 for each accident or occurrence, and property damage liability limits of not less than \$50,000.00 for each accident or occurrence for claims which may arise from the operations of the Agency or any subcontractor in the performance of the work herein provided for. Said comprehensive bodily injury and property damage liability insurance policy or policies shall include as a named additional insured the City of Oakland, its officers, agents, and employees, and shall contain the following endorsement:

"Notwithstanding any other provision of this policy, the insurance afforded hereunder to the City of Oakland shall be primary as to any other insurance or reinsurance covering or available to the City of Oakland and such other insurance or reinsurance shall not be required to contribute to any liability or loss until and unless the appropriate limit of liability afforded hereunder is exhausted."

The premiums for such insurance are to be paid by the Agency out of Community Development Funds. Each of said policies of insurance



shall contain a clause substantially in the following words:

"It is hereby understood and agreed that this policy may not be cancelled nor the amount of the coverage thereof be reduced until 30 days after receipt by the City Manager of the City of Oakland of a written notice of such cancellation or reduction in coverage, as evidenced by receipt of a registered letter."

Section 1002. City. The City agrees to hold harmless the Agency, its officers, agents, officials, and employees from any and all claims, actions, causes of action, judgments, and liens arising out of the City's performance under this Contract.

Section 1003. Fidelity Bonding. The Agency shall assure City that all persons handling or having access to funds (other than petty cash) received or disbursed under this Contract are covered by a blanket fidelity bond in an amount and manner consistent with the coverage deemed necessary by the City. If the bond is cancelled or reduced, the Agency shall immediately notify the City. In that event the City shall not make any further disbursements to Agency until it is assured that coverage has been obtained.

#### ARTICLE XI - LEGAL SERVICES

Section 1101. Legal services necessary for the performance of this Contract by the Agency shall be provided jointly by the City Attorney and present Agency Legal Counsel. The City Attorney and present Agency Legal Counsel shall mutually advise each other of legal issues as they arise and cooperate in developing legal decisions and performing other legal services, and shall meet from time to time to insure that, by July 1, 1976, all legal services incident to Community Development programs shall be provided by the City Attorney.



IN WITNESS WHEREOF, the City and Agency have executed this Contract as of the date first above written, the City Manager of Oakland being thereunto duly authorized by Resolution No. 54830 C.M.S. of the City Council of said City, passed June 10, 1975 and the Executive Director of the Redevelopment Agency of the City of Oakland being duly authorized by <sup>Motion</sup> ~~Resolution~~ No.                      passed June 10, 1975.

By Lucile S. Pike  
City Manager

By Per Strickland  
Executive Director

Deputy City Attorney

Acctg. Office No. 90342





Program Planning and Budget Estimate

The following activities have been or will be initiated in response to City Council direction in planning for Community Development.

Citizen Participation

Development of criteria for Citizen representation; discussion of issues with citizen and citizen representatives; preparation of material for community meetings; participation in community meetings to explain Community Development; solicitation of Citizen input on programs for Community Development; assist neighborhood organizations in connection with Community Development.

Housing Rehabilitation

Planning for a comprehensive rehabilitation program which would provide for the maximum use of Community Development funds to improve the housing stock in Oakland; review and development of various proposals incorporating varied approaches to the problems of rehabilitation.

Home Management Counseling

Planning to implement a home management counseling program as applied for by the City and approved by HUD to include pre-purchases, post occupancy, default-delinquency counseling, tenant counseling and other services improving the housing available to low and moderate income persons.

Special Task Forces

In response to City Council motions, the City Manager's Office convened special task forces which relates to Community Development Planning. To date the task forces consist of Task Force on Aging which is concerned with the development of comprehensive housing and social programs for senior citizens; Task Force on



Industrial and Economic Development which is responsible for the preparation of a comprehensive industrial and economic development plan for East Oakland; and East Oakland Housing Task Force established to study the alleviation of the abandonment and deterioration of homes in East Oakland.

Program Planning

General program planning necessary for the presentation of special public hearings of the revised Community Development Program; receipt and evaluation of citizen input for the proposed budget changes; preparation of program evaluation criteria; preparation of transitional contract and other Community Development planning activities prior to Council approval of specific Community Development Programs.

Budget Estimate

This budget consists primarily of personal service costs (actual staff salaries and estimated related fringe benefit costs) and direct and indirect (allocated) administrative and overhead costs in the performance of the above activities:

Citizen Participation	\$41,000
Housing Rehabilitation	31,000
Home Management Counseling	13,000
Special Task Forces	14,000
Program Planning	<u>45,000</u>
	<u>\$144,000</u>



A P P E N D I X B



REDEVELOPMENT AGENCY OF THE CITY OF OAKLAND

JOB DESCRIPTION

REHABILITATION SERVICES SUPERVISOR

The Rehabilitation Services Supervisor initiates, plans, supervises and coordinates the physical rehabilitation activities of a Project area. He reports to the Assistant Project Coordinator.

Examples of Duties:

1. Supervise and coordinate the rehabilitation inspector, and the area advisors.
2. Initiate complete and detailed plans for the rehabilitation improvements in each sector.
3. Insure proper development of an overall project plan.
4. Assist the Project Coordinator in demonstrating and/or illustrating the extent and purpose of the overall physical plan and supervise production of required graphic displays.
5. Coordinate project planning with overall Agency planning.
6. Cooperate with Agency staff in coordinating project planning with the planning efforts of other public and private agencies.
7. Initiate and participate in programs for development of new construction.
8. Perform related duties as assigned by the Assistant Project Coordinator.

Qualifications:

Background: Bachelor's degree in architecture from an accredited college or university; a license from the State of California, and a minimum of 5 years experience in architectural work; or any equivalent combination of education and experience.

Abilities and Skills: Thorough knowledge of all aspects of the construction industry from initial design to final completion; understanding of the different approach to urban design; ability to convey ideas and influence others to action.

Approved JUL 19 1967 by REDEVELOPMENT AGENCY  
OF THE CITY OF OAKLAND





REDEVELOPMENT AGENCY OF THE CITY OF OAKLAND

JOB DESCRIPTION

REHABILITATION SPECIALIST

General Statement of Duties and Responsibilities:

The Rehabilitation Specialist coordinates the work of rehabilitation technicians in the development of plans for rehabilitation on both block and individual structure levels. He reports to the Assistant Project Coordinator.

Examples of Duties:

1. Understand the needs of families and property owners who are expected to accomplish rehabilitation.
2. Coordinate with the City Building and Housing Department.
3. Advise residents on the procedures of the Project area to follow in their rehabilitation efforts.
4. Advise residents of methods of financing the improvements required in conjunction with the Financial Advisor.
5. Provide or obtain preliminary architectural drawings in sufficient detail to develop cost estimates, and provide a basis for proving feasibility of rehabilitation.
6. Coordinate rehabilitation efforts with the work of other divisions in assisting any of the neighborhood organizations in spreading information and in encouraging the maximum participation of property owners and tenants in the rehabilitation effort.
7. Provide or obtain a detailed inspection of individual projects at beginning and conclusion of the rehabilitation work. Ascertain the extents of rehabilitation necessary and insure the work has been performed satisfactorily.

Qualifications:

Background: Degree in architecture from an accredited college or university or actual working experience with a housing administration, an architectural firm, or a construction company where knowledge of both the physical and social aspects of rehabilitation could be gained; OR any equivalent combination of education and experience.

Abilities and Skills: Ability to meet and work with the public on a personal service basis; to take personal pleasure in helping to solve the rehabilitation problems.

Approved \_\_\_\_\_

JUL 19 1967

by \_\_\_\_\_

REDEVELOPMENT AGENCY  
OF THE CITY OF OAKLAND



REDEVELOPMENT AGENCY OF THE CITY OF OAKLAND

JOB DESCRIPTION

REHABILITATION ADVISOR

General Statement of Duties and Responsibilities:

The Rehabilitation Inspector inspects buildings in the Project area as assigned. He reports directly to the Senior Rehabilitation Inspector.

Examples of Duties:

1. Conduct initial property surveys with City Codes Inspector and measuring team.
2. Prepare deficiency lists on each property inspected, including office estimates and range estimates; forward the required information to property owners.
3. Obtain variances where required for all buildings inspected.
4. Inspect progress of construction work in the assigned area; final out jobs when work completed.
5. Perform related duties as assigned by the Senior Rehabilitation Inspector.

Qualifications:

Background: He should be a licensed contractor with at least 5 years experience two of which shall be in residential work, or a graduate of an accredited school of architecture with experience and work experience in construction supervision, specification writing, etc.

Abilities and Skills: Know building codes and all regulations applying to construction.

Approved JUL 19 1967 by REDEVELOPMENT AGENCY  
OF THE CITY OF OAKLAND



REDEVELOPMENT AGENCY OF THE CITY OF OAKLAND

JOB DESCRIPTION

FINANCIAL ADVISOR

General Statement of Duties and Responsibilities:

The Financial Advisor advises property owners of financial assistance available and prepares and processes related applications and reports. He reports to the Financial Supervisor.

Examples of Duties:

1. Review financial information forms submitted by the Financial Processor.
2. Transfer pertinent data from financial information forms to report forms.
3. Analyze loan applications; evaluate qualifications of owners; recommend financing to be used.
4. Meet with property owners to review feasibility of financing.
5. Prepare direct rehabilitation loan and grant, FHA, or conventional loan applications as required.
6. Forward loan applications; follow-up.
7. Supervise Financial Processors.
8. Perform related duties as assigned by the Financial Supervisor.

Qualifications:

Background: Bachelor's degree from an accredited college or university with emphasis in real estate, finance, business administration, or a related field; and five years of experience processing mortgage loans, as a loan officer, as a chief appraiser, or as an escrow officer; or any equivalent combination of education and experience.

Abilities and Skills: Knowledge of statistics and statistical reporting; ability to organize; ability to work successfully with a wide variety of individuals.



A P P E N D I X C





## OAKLAND CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ C. M. S.

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RESOLUTION AUTHORIZING PARTICIPATION  
OF THE CITY OF OAKLAND AS A HOMESTEADING  
AGENCY UNDER THE HOUSING AND COMMUNITY  
DEVELOPMENT ACT OF 1974

WHEREAS, Section 810(a) of the Housing and Community Development Act of 1974 authorizes the Secretary of Housing and Urban Development to transfer real property without payment to units of general government; and

WHEREAS, the City Council finds and determines that the City of Oakland's participation in such a program would aid in eliminating blight, would help conserve and renew older urban areas, would improve the living environment of low and moderate income families, and would help develop new centers of population growth and economic activity; and

WHEREAS, pursuant to the provisions of the California Environmental Quality Act of 1970, as amended, a negative declaration has been prepared; and

WHEREAS, the City Council hereby adopts such negative declaration, finding and determining that the Urban Homesteading program will not have a significant effect on the environment and therefore, does not require an Environmental Impact Report; now therefore be it

RESOLVED: That the City of Oakland is hereby designated as the Homesteading Agency for the purposes of application for and participation in a program of urban homesteading under the Housing and Community Development Act of 1974, and the City Manager is hereby authorized and directed to submit the application to receive property from the Secretary of Housing and Urban Development and to enter into all necessary agreements with the Department of Housing and Urban Development to carry out the Urban Homesteading Demonstration program under the Housing and Community Development Act of 1974.



Director, Urban Homesteading Program  
U.S. Department of Housing and  
Urban Development  
451 Seventh Street, S.W., Room 2138  
Washington, DC 20410

Re: Urban Homesteading

Gentlemen:

This is in response to your request for opinion regarding the ability of the City of Oakland to implement a local homesteading plan under Section 810(b) of the Housing and Community Development Act of 1974.

Section 53703 of the California Government Code, in pertinent part, reads as follows:

§53703. Participation in federal programs:  
Housing: Demonstration Cities and Metropolitan  
Development Act of 1966: Contracts: Cooperation:  
Services to housing authority: Programs requiring  
adoption of enabling legislation.

A county or city may do all acts necessary to participate in all programs authorized by a federal housing act, including the Demonstration Cities and Metropolitan Development Act of 1966 (42 USCS §3301 et seq.) or any other federal program whereby federal funds are granted to the county or city or any of its residents for purposes of health, education, welfare, public safety, lawenforcement activities which have not been preempted by state law, prevention or reduction of crime, rehabilitation of persons convicted of crime or juvenile offenders, public works or community improvement, including, without limitation thereto, contracting and cooperating with the federal government, the state and its agencies, other local public agencies and private persons and corporations, and may make any expenditure of county or city funds for such participation.

Under Section 810(b) the City would merely act as an agent for the federal government to distribute federally-owned real property as urban homesteads to qualified applicants.



A question is raised as to whether the City's participation in the urban homestead program would violate the State constitutional prohibition against the gift of public funds or property to private individuals. Article XIII, Section 25 of the State Constitution prohibits the State Legislature from making any gifts of public funds or public property and does not apply to cities. The expenditure of City funds is controlled by Article I of the City Charter which requires that all expenditures be for a municipal purpose. The rule is well established that if a municipal purpose is served by the expenditure of public funds, the Charter is not violated even though there may be incidental benefits to private persons. (American Company v. City of Lakeport (1934) 220 C. 548; Central Basins Municipal Water District v. Fossette (1965) 235 C.A. 2d 689). The purposes proposed to be served here are elimination of blight, conservation of older urban areas, the improvement of the living environment of low- and modest-income families and the development of new centers of population growth and economic activity. The same legal theory and public purposes would be applicable to City assistance in rehabilitation loan programs.

Contact has recently been made with regional legal counsel regarding conveyancing procedures that will be used for the transfer of property from HUD to the City. Although set procedures have not been established, it is presently anticipated that upon the acceptance of any application, HUD will then designate to the selected agency the properties that would be available to them for homesteading. Upon selecting an applicant for a particular parcel,



the property would then be conveyed to the City and then to the homesteader.

Under State law and implementing local ordinances, homesteaders will be allowed to occupy the homesteaded premises after repair of unsafe or hazardous conditions has been completed. As indicated in the plan, the remaining repairs must be completed within eighteen (18) months.

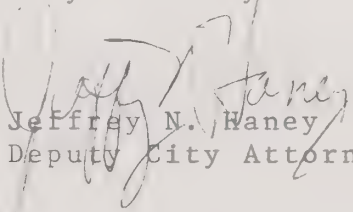
As a part of the implementation of the urban homesteading program, the question of the possibility of property tax relief was raised. After thorough review of appropriate property tax laws with consideration being given to the purposes of the homesteading program, it is our opinion that property tax relief would not be either practical or appropriate.

This office has, in addition, made a careful and thorough review of the criteria and procedure for the selection of urban homesteaders and find the criteria and procedure to be equitable with respect to need and capacity and in total conformance with the intent and purpose of the Housing and Community Development Act of 1974.

Based upon the foregoing, as well as a determination that no legal impediments exist to the implementation of the program, it is the opinion of this office that the City may legally participate in the implementation of a local homesteading plan under Section 810(b) of the Housing and Community Development Act of 1974.

Very truly yours,

DAVID A. SELF  
City Attorney

By:   
Jeffrey N. Haney  
Deputy City Attorney

JNH:am





DEED

For valuable consideration, the CITY OF OAKLAND, a municipal corporation of the State of California, hereinafter "Grantor," grants to \_\_\_\_\_ and \_\_\_\_\_, his wife, of the City of Oakland, County of Alameda, State of California, hereinafter "Grantees," all that real property situated in the City of Oakland, County of Alameda, State of California, described as follows:

(Insert legal description)

SUBJECT, HOWEVER, to the following express conditions which, for the benefit of the Grantor, shall be deemed covenants running with and to the benefit of the lands conveyed and lands adjacent thereto and inuring to the benefit of Grantor, its successors and assigns and binding upon Grantees, their heirs and assigns:

1. Grantees accept and covenant to bring the parcel herein conveyed up to minimum City of Oakland Building and Housing Code safety standards prior to occupancy and covenants to bring the parcel up to the remaining Building and Housing Code standards within eighteen (18) months from the date hereof as set forth in Exhibit "A".

2. Grantees covenant to live in, occupy and maintain as a single family dwelling the parcel herein conveyed for a period of not less than five (5) years from the date of Grantees' initial occupancy.

3. Grantees shall permit periodic inspections by the Grantor not only during the eighteen-month period specified in the foregoing



paragraph 1 or until the parcel herein conveyed is brought up to City of Oakland Building and Housing Code standards, whichever period is shorter but also during the remainder of the term of occupancy as described in paragraph 2. Said inspections will be not only for the purpose of determining if any breach of the conditions herein have occurred but also for the purpose of determining whether the property is being kept up to Code for the term of occupancy.

4. Grantees covenant to pay all real property taxes or assessments on the above-described property or any part thereof when due and shall not place thereon any encumbrance or lien unauthorized by the Grantor and shall not suffer any levy or attachment to be made or any materialman's or mechanic's lien or any other encumbrance or lien to attach during the term of occupancy as described in paragraph 2. Upon Grantees' failure to pay taxes or assessments or allowing any unauthorized encumbrance or lien to be placed on the property, Grantees shall be given thirty (30) days upon written demand from the Grantor to cure the violation.

5. Grantees covenant to provide fire and extended coverage insurance on the above-described property during the term of occupancy as described in paragraph 2. If Grantees shall fail at any time during the term of occupancy to provide such insurance, Grantees shall be given thirty (30) days upon written demand from the Grantor to cure the violation.

6. In the event that the Grantor, after due consideration, determines that Grantees have materially breached the conditions specified in paragraphs 1 and 2 or have failed to cure violations



in paragraphs 4 and 5 within thirty (30) days after written demand by the Grantor, the Grantor shall have the right to re-enter upon the premises herein conveyed or any part then remaining and terminate the estate hereby conveyed and thereafter hold the lands and premises in fee simple absolute as if this conveyance had never been made.

7. Upon the happening of the events specified in the foregoing paragraph 6, the Grantor will cause to be recorded in the Office of the County Recorder in and for the County of Alameda, State of California, a certificate to the effect that title to the lands and premises herein conveyed has reverted to Grantor.

8. Upon the Grantees' fulfilling and satisfying the conditions specified in the foregoing paragraphs 1 and 2, the Grantor will cause to be recorded in the Office of the County Recorder in and for the County of Alameda, State of California, a certificate of Grantor releasing to Grantees the power of termination expressly created hereby.

9. The terms and conditions of this deed are to be construed in accordance with Ordinance No. \_\_\_\_\_ C.M.S. of the Oakland City Council and subsequent amendments thereto, as such ordinance is constituted as of the date of this deed.



A P P E N D I X   D





EAST OAKLAND HOUSING COMMITTEE  
3914 E. 14th St.  
Oakland, California 94601

August 19, 1975

Ms. Carla Hills, Secretary  
Department of Housing and Urban Development  
Washington, D. C.

Dear Ms. Hills:

The East Oakland Housing Committee requests your selection of Oakland in the Urban Homesteading Demonstration Program. As neighborhood people who have directed the program since its embryo stages to its present growth we know that homesteading will work here.

We felt a responsibility to the people of East Oakland for eliminating blighted areas and making housing available where it is most needed. We first researched all abandoned housing in East Oakland and then personally inspected all 1180 of them. We also investigated the lending practices in this red-lined area. We called meetings with all parts of the housing industry including the government sincerely searching for answers. Few were forthcoming.

In January of this year, the City of Oakland created the East Oakland Housing Task Force. Through both the Task Force and the community itself, with creative and inovative input, and after a great deal of pressure on labor, lenders, realtors, contractors and the city, state and federal governments we have been able to make phenomenal progress.

Labor is working at present to develop a PREP program as well as Project Upgrade. Labor has volunteered to provide technical assistance for sweat equity in the homesteading program.

Lenders are breaking the redline. They have agreed to charge the same interest rate throughout all of Oakland; to grant loans throughout East Oakland, excluding no area; to adjust payment schedules so that no family pays more than 25% of their adjusted income on mortgage and rehabilitation loans; to grant 92-95% loans rather than 80%; to write down the cost of some of their foreclosed properties to meet buyers' ability to pay, and, even providing houses and vacant land to the city for \$1.00.

Realtors have alr eady established a counselling office and are selling "as-is" HUD properties without commissions. They have also endorsed the homesteading concept.

The City of Oakland has already created a counselling agency certified by HUD; set aside from Housing and Community Development funds \$5.1 million for housing; has sought and obtained moritoria on HUD "as-is" sales; and, is in the process of establishing a city-wide pre sale inspection program for all residences including hotels and apartment buildings. The City is also preparing enabling legislation for Marks-Foran bonds; has created a task force to draw up specific proposals for the newly created California Housing Finance Agency; and, has endorsed the homesteading program.



The State of California has assured the East Oakland Housing Committee that East Oakland will have maximum participation in the programs of the California Housing Finance Agency; and has also agreed to purchase 160 HUD houses in East Oakland as part of the Grove-Shafter Freeway settlement.

HUD has just agreed with the East Oakland Housing Committee to include all of East Oakland, below MacArthur, in the 518 b program, regardless of census tract 1940 requirements; has begun to list all East Bay properties in the Oakland Tribune newspaper at the insistence of the East Oakland Housing Committee; and, Mr. Price, at the June 14th meeting at Mills College in Oakland promised the community to be an advocate for Oakland's homestead application.

We firmly believe that our approach has been open and honest and that we have demonstrated tremendous citizen participation, initiative and creativity. We feel along with you Ms Hills, that the key to the success of the homestead program is with the residents. We offer you that key in return for the 100 homestead houses it will fit.

Sincerely yours,

*Mrs. Fran Matarrese*

Mrs. Fran Matarrese, Chairwoman  
East Oakland Housing Committee



EAST OAKLAND HOUSING TASK FORCE  
City Hall  
Oakland, California

August 19, 1975

Ms. Carla Hills, Secretary  
Department of Housing and Urban Development  
Washington, D.C.

Dear Mrs. Hills,

The East Oakland Housing Task Force urges your selection of Oakland as as Urban Homesteading Demonstration City.

Our Task Force, composed of representatives from real estate, lenders, contractors, labor, citizens groups, and local government, has been working with City Council and staff for the past seven months to develop a workable, comprehensive housing program that would solve the housing problems specific to East Oakland, especially that of vacant and abandoned housing.

One of the earliest agendas included discussion of the homesteading concept as a most important part of an East Oakland housing program. That early position has been strengthened, not only by our own continued study of all facets of the housing situation in East Oakland, but especially upon consideration and scrutiny of the details and guidelines of your own Urban Homesteading Demonstration Program.

As a Housing Task Force, we have been able to provide constant input into the planning of Oakland's Homesteading Program, and actively participated in the preparation of this application. We are in full support of Homesteading, and look forward to the prospect of having Oakland included in the Urban Homesteading Demonstration Program.

Sincerely,



Fran Mataresse  
Chairperson





ELMHURST COMMUNITY ACTION GROUP  
1601 - 98th Ave.  
Oakland, Calif.

Ms. Carla Hills  
Secretary of Housing and Urban  
Development  
Washington, D..C.

Dear Ms. Hills,

As Chairperson of the Elmhurst Community Action Group, a group composed of homeowners and residents, I strongly endorse the homesteading program for the City of Oakland.

For over a year and a half representatives from our community groups have worked very hard as members of the East Oakland Housing Committee. They have researched and developed a housing program for our East Oakland community, using all the resources available from the city, state and federal governments as well as our local savings and loans institutions.

We feel very strongly that the homesteading program proposed by your office would greatly facilitate our efforts here in Oakland. Target areas for the homesteading program are directly concentrated in our community and the program would greatly improve the plan of the East Oakland Housing Committee.

Our program started by having neighborhood residents go out and inspect the deteriorated and abandoned houses in our neighborhoods. We have one desire, to have these houses turned into family dwellings. We know that the homesteading program offered by HUD can assist us in this endeavor.

Sincerely,

*Velma Washington*

Velma Washington  
Chairperson  
Elmhurst Community Action Group





CONCERNED CITIZENS  
70th to 80th Avenues  
East Oakland

Bill Lewis  
Chairperson

August 17, 1975


Dear Ms. Hills,

I live within one of the designated target areas for home revitalization in East Oakland. On behalf of our association's constituents, I would like to fully endorse the efforts of the East Oakland Housing Committee, and especially your "Homesteading" program which would greatly complement this committee's work.

Over the past year and a half, the EOHC has been in constant interaction with city, state and federal government officials as well as with representatives of local lending institutions in order to remedy the critical state of housing in our East Oakland community. In that time, the committee has not only grown to be recognized as a creative force in promoting housing reform, but has received numerous commitments from public officials in order to address the housing needs of our area.

As part of a comprehensive housing reform package, the homesteading concept, as outlined by your office, would greatly complement existing housing programs here and other programs which are about to be enacted. We need such a program, and therefore urge your support for homesteading in East Oakland.

Very truly yours,



W. H. LEWIS



CONCERNED CITIZENS OF ELMHURST  
1962 - 85th Ave.  
Oakland, Calif. 94603

Ms. Carla Mills  
Secretary of Housing and Urban  
Development  
Washington, D.C.

Dear Ms. Mills,

My name is Juanita Fields and I live within one of the designated target areas for home revitalization in East Oakland. As chairperson of the Concerned Citizens of Elmhurst, and on behalf of our association's members, I would like to fully endorse the efforts of the East Oakland Housing Committee, and especially your "Homesteading" program which would greatly help this committee's work.

Over the past year and a half, the EOHCC has been in constant interaction with city, state and federal government officials as well as with representatives of local lending institutions in order to remedy the critical state of housing in our East Oakland community. In that time, the committee has not only grown to be recognized as a creative force in promoting housing reform, but has received numerous commitments from public officials in order to address the housing needs of our area.

As part of a comprehensive housing reform package, the homesteading idea, as outlined by your office, would greatly compliment existing housing programs here and other programs which are about to be enacted. We need such a program, and therefore urge your support for homesteading in East Oakland.

Sincerely,

*Juanita Fields*

Juanita Fields  
Chairperson  
Concerned Citizens of Elmhurst



August 18, 1975

Carla Hills  
Secretary of Housing & Urban Development  
Washington, D.C.

Dear Ms. Hills,

I am writing you as chairperson of the Santa Rita - Harrington Association. In this organization, I have been working with my neighbors in an effort to improve living conditions, or at least to prevent further deterioration, in a area of about 20 blocks in East Oakland.

I am impressed that your office has come up with a proposal for an "Urban Homesteading" program. It is an idea whose time has come. Given the conservative (even reactionary) views of the president, you may have a hard time getting an effective project going. If Oakland is chosen as an area in which the program is to be tried, you may count on my support and the support of my neighbors, both in the Santa Rita - Harrington Association and in other community organizations with which we cooperate.

As I envision Urban Homesteading, it would provide a means by which families of limited income could acquire an interest in a decent home and thus a stake in the community. The repercussions from this small program could have wide ranging effects on many of our other community problems.

Through the East Oakland Housing Committee, we have been cooperating to stop the blight of slum formation in our own neighborhoods and to foster rejuvenation of sound neighborhoods and to make our city a good place to live. This attitude of cooperation and the existence of coordinated community organizations will help you demonstrate the effectiveness of a good program such as you propose.

We wish you success in your efforts for better housing and urban living conditions in our country.

Sincerely,

*Marques L. Miller*

Marques L. Miller  
2255 Ransom Ave.  
Oakland, CA 94601  
Phone 532-8973

cc:OTI, Congressman Stark, Senators Cranston & Tunney



ORGANIZED PEOPLE OF THE ELMHURST NEIGHBORHOODS  
3914 East 14th Street  
Oakland, California 94601

- 126 -

August 14, 1975

Mrs Carla Hills; Secretary  
Department of Housing and Urban Development  
451 7th Street Southwest  
Washington D.C. 20410

Dear Mrs. Hills,

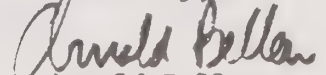
For over two years neighborhood and merchant groups in the Elmhurst area of East Oakland have been working to make our community one we can be proud of. One of the most important facets of our effort has been the work of the East Oakland Housing Committee in putting together a program to get over 1200 vacant and abandoned buildings occupied.

Because of our struggle we are excited about the possibility of Oakland being selected as a site for the Federal Homestead Program. We feel that Homesteading is just the program we need to complete community, city, state, and private efforts to turn this area around.

As the Chairperson of the Organized People of the Elmhurst Neighborhoods (OPEN), a coalition of neighborhood and merchant groups in the Elmhurst area, I know I, and all the members of OPEN's 8 constituent organizations, both those inside and outside of the proposed target area, favor implementation of the Homestead Program.

We need everyone's help if we are to succeed in our efforts to make our community a liveable place.

Sincerely,



Arnold Bellow  
OPEN - Chairperson





August 18, 1975

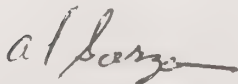
Ms. Carla Hills  
Secretary of Department of Housing and Urban Development  
451 7th Street SW  
Washington DC 20410

Dear Ms. Hills:

I am Chairperson of the St Elizabeth Community Relations Committee. Our neighborhood is located within one of the target areas of the homesteading program. If this program is instituted it would improve our neighborhood. How can anyone have pride in their community if it is littered with abandoned homes? Would you want them in your community, or right next door to your home? Would you want the weeds, trash, garbage, and dope addicts that these places attract? Like our's your answer is probably no. Therefore, this homesteading program of HUD is very important to us.

This neighborhood organization is working to improve its community, and we would like to join the Federal government in this endeavor. Our representatives, the East Oakland Housing Committee, has worked closely with city, state, federal government, and private lenders. The EOHC, after nearly two years of work, has developed a program that will turn our community around. Part of this plan is the homesteading program which members of this organization greatly support.

Respectfully,



Al Garza  
Chairperson of St. Elizabeth Community Relations Committee  
3914 E 14th Street  
Oakland, Ca. 94601



August 18, 1975

Carla Hills  
Secretary of the Department of Housing and Urban Development  
451 7th Street S.W.  
Washington, D.C.. 20410

Dear Ms. Hills,

As a resident of East Oakland and a member of the East Oakland Housing Committee, I strongly urge you to include Oakland in the Homesteading Program being suggested by your office.

Over the past year and a half, the EOHC has been in constant interaction with city, state, and federal government officials as well as with representatives of local lending institutions in order to remedy the critical state of housing in our East Oakland community. In that time, the committee has not only grown to be recognized as a creative force in promoting housing reform but has received numerous commitments from public officials in order to address the housing needs of our area.

The homesteading concept, as outlined by your office, would greatly complement existing housing programs here and other programs which are about to be enacted. We need such a program, and therefore urge your support for homesteading in East Oakland.

Respectfully yours,

Eric Lofgren





August 18, 1975

Ms. Carla Hills, Secretary  
Department of Housing and Urban Development  
Washington, D.C.

Dear Ms. Hills:

We were pleased when we were informed that you were looking for a model program for homesteading. We firmly believe in your unique approach in turning to the community for the answer. Our experience in East Oakland validates this philosophy. Most often, however, the very people to be affected are not consulted.

The East Oakland Housing Committee has been working on a comprehensive housing program, including homesteading, for the past year and a half. They have presented drafts to the residents in several community meetings and had them revised and ratified. The need is severe. The residents and the City are now ready. We support the work and plans of the community and will work diligently to see the homestead demonstration program through to maturity.

Hope, essentially, requires substance and a real foundation and basis. Hope is founded in the possible and the real, not dreams. We can build the City of Hope with the demonstration homesteading program you offer. The residents have expressed their needs, developed solutions and had significant results. The homesteading program will be the first real concrete program set in motion through their efforts. We support them and urge you to approve Oakland's application.

Sincerely yours,

*Rev. John Maxwell*  
Rev. John Maxwell, Chairman

Representatives from:

St. Andrew	St. Francis De Sales	Pastoral Training Program
St. Benedict	St. Joseph the Workman	St. Patrick
St. Bernard	St. Leo	St. Theresa
St. Columba	St. Louis Bertrand	Sacred Heart
St. Cyril	St. Mary	Catholic Social Service
St. Elizabeth	St. Paschal	Jesuit School of Theology
		Oakland Training Institute





Concerned Citizens of 50th to 80th  
3914 E. 14th Street  
Oakland, California 94601

Carla Hills  
Secretary of Department of Housing and Urban Development  
451 7th Street S.W.  
Washington, D.C. 20410

Dear Ms. Hills,

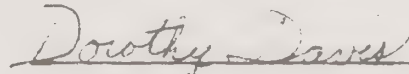
As chairperson of "Concerned Citizens of 50th to 80th" an East Oakland coalition of business and neighborhood groups, I strongly endorse the homesteading program for the City of Oakland.

For over a year and a half representatives from our community groups have worked very hard as members of the East Oakland Housing Committee. They have researched and developed a housing program for our East Oakland Community., using all the resources available from the city, state and federal governments as well as our local savings and loan institutions.

We feel very strongly that the homesteading program proposed by your office would greatly facilitate our efforts here in Oakland. Target areas for the homesteading program are directly concentrated in our community and the program would greatly enhance the plan of the East Oakland Housing Committee.

Our program started by having neighborhood residents go out and inspect the deteriorated and abandoned houses in our neighborhoods. We have one desire, to have these houses turned into family dwellings. We know that the homesteading program offered by HUD can assist us in this endeavor.

Thank you for your kind attention,



Dorothy Davis, Chairperson,

Concerned Citizens of 50th to 80th





Stonehurst Community for Action Group  
1285 107th Avenue  
Oakland, California 94621

Carla Hills  
Secretary of the Department of Housing and Urban Development  
451 7th Street S.W.  
Washington D.C. 20410

Dear Ms. Hills,

The Stonehurst Community for Action Group has been fighting the problems of housing, rat infestation, street safety, and crime for the past few years. One of our most effective tools has been our formation, with about twenty-five other similar community groups in East Oakland, of the East Oakland Housing Committee.

Through this committee we have attempted to pull together the city, state, federal and private sectors to combat the problem of housing deterioration and abandonment.

WE need the Federal Homestead Program to help us in our fight. Besides this we are ready to put it into use immediately. As chairperson of the Stonehurst Group, I hope that you honor our request.

Sincerely yours,

*Thomas Butler*

---

Thomas Butler

August 16, 1975



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Concerned Citizens of Seminary and Havenscourt  
3914 East 14th Street  
Oakland, CA 94601

August 18, 1975


Ms. Carla Hills  
Secretary of Housing and Urban Development  
451 7th Street , SW  
Washington, D.C. 20410

Dear Ms. Hills,

I am a member of the East Oakland Housing Committee, and the Chairperson of the Concerned Citizens of Seminary and Havenscourt. Since 1973, we have been working to improve the safety and appearance of our neighborhood. Those of us that have worked with the group from the beginning have seen a real change in our neighborhood. Many of the buildings that had once been problems have been demolished or rehabilitated as a result of our efforts. Residents now seem more willing to pay for improvements on their properties now that they no longer point to signs of the area turning itself around.

We are hopeful that the housing crisis in East Oakland will soon come to an end. That is why the Concerned Citizens of Seminary and Havenscourt have been supportive of the East Oakland Housing Committee's program. Five of us sit on the East Oakland Housing Committee. Since we are so familiar with the housing issue, we were very excited at the prospect of having a homesteading program in East Oakland. Most of the members of the Concerned Citizens of Seminary and Havenscourt live in the designated target areas and welcome the program. Those members that live outside the target areas realize that the Homesteading program is an important part of the EOHC proposal, and support the plan even though it may not have a direct effect on their blocks. On behalf of the Concerned Citizens of Seminary and Havenscourt, I ask you to include East Oakland in your Homesteading plan.

Sincerely,

  
Mrs. Kay Gozony  
Chairperson



August 18, 1975

Carla Hills

Secretary of the Department of Housing and Urban Development  
451 7th Street S.W.  
Washington, D.C. 20410

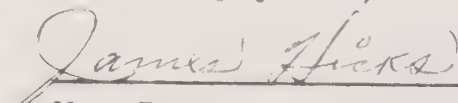
Dear Ms. Hills,

I am a member of an East Oakland community group, Concerned Citizens of 50th to 80th as well as a member of the East Oakland Housing Committee.

We are determined to turn our area around. Through the program proposed by the East Oakland Housing Committee, and ad hoc committee representing the neighborhood groups in East Oakland, we will be making great strides in our effort to end the housing crisis in our neighborhood. We understand that HUD will make homesteading available on a limited basis in some cities. While we are disappointed that the Oakland target areas excludes part of our neighborhood we realize that Homesteading is an important part of the East Oakland Housing Committee's total program and will help reduce housing costs. We hope to be able to take advantage of other parts of that program made possible by the cooperation of the federal, state and city governments, and private lenders.

We have the need. We have the program. We urge you to include Oakland in your Homesteading plan.

Sincerely yours,

  
Mr. James Hicks



CONCERNED CITIZENS OF 70th-80th AVENUES  
3914 East 14th Street  
Oakland, CA 94601

August 18, 1975

Ms. Carla Hills  
Secretary of Housing and Urban Development  
451 7th Street  
Washington, D.C. 20410

Dear Ms. Hills,

We live within the designated target areas for home revitalization in East Oakland. As members of the Concerned Citizens of 70th-80th Avenues, we would like to fully endorse the efforts of the East Oakland Housing Committee, and especially your "Homesteading" program which would greatly complement this committee's work.

Over the past year and a half, the EOHC has been in constant interaction with city, state, and federal government officials as well as with representatives of local lending institutions in order to remedy the state of housing in the East Oakland community. In that time, the committee has not only grown to be recognized as a creative force in promoting housing reform, but has received numerous commitments from public officials in order to address the housing needs of our area.

As part of a comprehensive housing reform package, the homesteading concept, as outlined by your office, would greatly complement the existing housing programs here and other programs that are about to be enacted. We need such a program, and we therefore urge your support for homesteading in East Oakland.

Thank you,

*Dorothy Corbin*

Dorothy Corbin  
7115 Holly Street

*George Moore*

George Moore  
7100 Holly Street

*Ray Arroyo*

Ray Arroyo  
7139 Weld Street

*Thurmond Thomas*

Thurmond Thomas  
7021 Holly Street

*Leon Thomas*

Leon Thomas  
7021 Holly Street

*Janis Moore*

Mrs. Janis Moore  
7100 Holly Street

*Mrs. E. Hammonds*

Mrs. E. Hammonds  
7106 Holly Street

*Erna Ellsworth*

Ms. Erna Ellsworth  
7222 Holly Street





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CONCERNED CITIZENS OF 69th-73rd AVENUES  
3914 East 14th Street  
Oakland, CA 94601

August 18, 1975

Ms. Carla Hills  
Secretary of Housing and Urban Development  
451 7th Street, S.W.  
Washington, D.C. 20410

Dear Ms. Hills,

I am a member of the Concerned Citizens of 69th-73rd Avenues, an East Oakland community group that is a part of the coalition; Concerned Citizens of 50th-80th Avenues. Like the other groups in our area, we are doing something about our neighborhood. We have abated derelict properties that were both safety hazards and eyesores, and we have fought for stop signs at dangerous intersections. Recently we joined with other groups in our area and won a new city ordinance that will ban drinking on our public streets, sidewalks, and on private property without the owner's permission. Earlier in the year we forced the Police Dpt. to establish a foot patrol on East 14th Street, our main business strip.

We are determined to turn our area around. Through the program proposed by the East Oakland Housing Committee, we will be making great strides in our effort to end the housing crisis in our neighborhood. We understand that HUD will make homesteading available on a limited basis in some cities. While I am disappointed that the Oakland target areas exclude my neighborhood (69th-73rd Avenue, below East 14th Street), I realize that homesteading is an important part of the East Oakland Housing Committee's total program, and will help reduce housing costs. Residents of my neighborhood hope to be able to take advantage of other parts of the EOHC program, made possible through the cooperation of federal, state, and local governments, and private lenders.

We stand behind the East Oakland Housing Committee's program. We have the need. We have the program. I urge you to include Oakland in your Homesteading plan.

Sincerely,

*Agnes Belanger*  
Agnes Belanger



August 18, 1975

Ms. Carla Hills  
Secretary of Department of Housing and Urban Development  
451 7th Street SW  
Washington DC 20410

Dear Ms. Hills:

As Chairman I wish to express for members of Manzanita Community Council our concern about the housing problem in Oakland, and our desire to have the homesteading program implemented in the City of Oakland. This program is needed because it would show the citizens of East Oakland that the Federal Government cares about them. The East Oakland Housing Committee has worked very hard for several years and this homesteading proposal would greatly complement the Committee's plan.

The EOHC, in conjunction with the City, State, Federal Governments, and private lending institutions has developed a plan which we feel will revitalize this Community. We want to be proud of our City, but you can not have much pride when you are surrounded by abandoned buildings with all their rats, trash, and garbage.

After five years of very hard work, the Manzanita Community Council recently got the City of Oakland to build a community center in our neighborhood. We would like to see this progress continued by having something like the homesteading program started in East Oakland.

Respectfully,

A handwritten signature in cursive script that reads "Ernest Robinson".

Ernest Robinson  
Chairman of the Manzanita Community Council  
3914 E 14th Street  
Oakland, Ca. 94601



August 18, 1975

Ms. Carla Hills  
Secretary of Department of Housing and Urban Development  
451 7th Street SW  
Washington DC 20410

Dear Ms. Hills:

As Chairperson of the Sane Change Neighborhood Group, I would like to express to you the concern the members of this organization have for the housing situation here in East Oakland. As a group we have been successful in getting vacant lots cleaned up and pressuring the City to police up stray dogs. We would like to see something done about the abandoned homes. We feel the homesteading program for the City of Oakland would be a beautiful start in this direction.

Working with city, state, and federal governments and private lending officials, the East Oakland Housing Committee has produced a comprehensive housing plan. This plan would be greatly enhanced by the proposed homesteading program. But more important this homesteading program would be a big boost to the morale of the citizens of East Oakland.

After two years of working, EOHHC has developed a unique housing plan which we feel will revitalize East Oakland. We have to stop the decay of our cities, therefore, institute the homesteading program here.

Respectfully,

*Evelyn Lane*

Evelyn Lane  
Chairperson of the Sane Change Neighborhood Group  
3914 E 14th Street  
Oakland, Ca. 94601





August 18, 1975

Ms. Carla Hills  
Secretary of Department of Housing and Urban Development  
451 7th Street SW  
Washington DC 20410

Dear Ms. Hills:

As Chairman of the Foothill Merchant's Association, I would like to express our support for the East Oakland Housing Committee, and I would especially endorse HUD homesteading program. The EOHC has done an admiral job in developing a program which would rehabilitate housing in East Oakland.

This area needs something done about the problem of abandoned homes. It affects business because when homes are abandoned businesses will soon abandon the community; the area in which I have my business is a good example.

The East Oakland Housing Committee is made up of representatives of the community, and for two years they have been working on East Oakland's housing problem. They have worked very closely with members of the city, state, federal governments and private lending institutions in developing a plan to rehabilitate our community. We don't need abandoned building in our community- we need families. The members of this organization feel HUD's homesteading program will do much bring families back into our community.

Respectfully,



Russ Jurgenson  
Chairman of Foothill Merchant's Assoc.  
3914 E 14th Street  
Oakland, Ca. 94601





August 18, 1975

Ms. Carla Hills  
Secretary of Department of Housing and Urban Development  
451 7th Street SW  
Washington DC 20410

Dear Ms. Hills:

As Chairperson of the Concerned Citizens of Fruitvale and for each member of this community group, I would especially like to express our support for the East Oakland Housing Committee and the proposed homesteading program. Our area is one of the target areas for this homesteading program. Ms. Hills you can not imagine the consequences that abandoned houses have on an neighborhood. Homes were built for people to live in and not to house rats and collect trash and garbage. let's get the boards off and the people back into these homes.

Ms. Hills who wants to live in a neighborhood which has abandoned buildings. I am sure you wouldn't, and the same applies to us. In order to stop this disease that is attacking our community, the East Oakland Housing Committee was formed two years ago to come up with a solution. Their plan, which involves resources of the city, state, federal governments, and private lending institutions, is unique, and we feel it will do much to turn our community around. The proposed homesteading program would greatly complement this plan. East Oakland is a tragedy Ms. Hills, so let's do something about it.

Respectfully,



Lillian Chatos  
Chairperson of Fruitvale Concerned Citizens  
3914 E 14th Street  
Oakland, Ca. 94601



TO: CITY OF OAKLAND

RE: HOMESTEADING PROGRAM  
From Elmhurst Neighborhood Association

We endorse your homesteading proposals for the City of Oakland.

The plan, as we see, has the ingredients to be successful, seems well planned and comprehensive.

The input from the community has been considered and some parts incorporated in the program.

We highly appreciate the efforts that have been made to make this program a successful venture. We, also note the significance it can have in upgrading our city.

Sincerely,

THE ELMHURST NEIGHBORHOOD ASSN.

  
Sam Matthews, Chairman



August 18, 1975

Ms. Carla Hills  
Secretary of Department of Housing and Urban Development  
451 7th Street SW  
Washington DC 20410


Dear Ms. Hills:

As Chairperson of Fruitvale Area Organizations, a coalition of business and neighborhood groups in East Oakland, I wish to express for the member organizations our support of the homesteading program for East Oakland.

We feel this program is very important for the revitalization of the East Oakland Community. It would go a long way toward elimination the abandon houses that denigrate our neighborhoods. There are very few streets in the Fruitvale Area that has escaped this blight. We want families in all the homes in our community; not these abandoned homes which are magnets to trash, garbage, and undesirables.

Representitives of our Community have for nearly two years have worked as members of the East Oakland Housing Committee. The Committee has developed a plan using the resources available from the city, state, federal government, and private lenders. We feel this plan will get the boards off these abandoned buildings and people into them. We feel the HUD homesteading program can assist us in this endeavor.

Respectfully,

  
Margaret Hinkley  
Chairperson of the Fruitvale Area Org.  
3914 E 14th Street  
Oakland, Ca. 94601



August 18, 1975

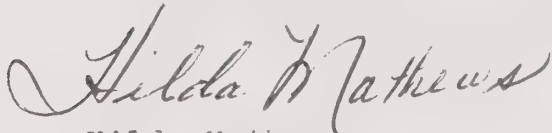
Ms. Carla Hills  
Secretary of Department of Housing and Urban Development  
451 7th Street SW  
Washington DC 20410

Dear Ms. Hills:

As Chairperson of Kennedy Tract Improvement Assoc. North, I would like to state for the members of this organization, our support of the East Oakland Housing Committee and especially for HUD's homesteading program. Our neighborhood group has sponsored clean-up programs, had the city put more stop signs in our neighborhood, and has organized a home painting program. Just as the home improvement program has improved our neighborhood so will the homesteading program help East Oakland.

For two years the EOHC worked on a plan to end the tragedy that has affected East Oakland housing. Working with city, state, and federal government, and private lenders, EOHC has developed a comprehensive housing plan; the homesteading program would greatly enhance this plan. Help us turn our community around.

Respectfully,

A handwritten signature in cursive script that reads "Hilda Mathews". The signature is written in dark ink and is positioned above the typed name and address.

Hilda Mathews  
3914 E 14th Street  
Oakland, Ca. 94601





August 12, 1975

Ms. Carla Hills  
Secretary of Department of Housing and Urban Development  
451 7th Street SW  
Washington DC 20410

Dear Ms. Hills:

As Chairperson of the Kennedy Tract Assoc. South, I would like, for the members of this organization, to strongly endorse the homesteading program for East Oakland. We need a program of this sort for our community so that we can rid it of the abandoned buildings which plague this area of Oakland. These homes have a very depressing affect not only visually but also health and safety wise. They become breeding ground for rats and always collect garbage and trash.

If Oakland is ever to become a viable community, a solution must be found for the housing problem. We feel the plan of the East Oakland Housing Committee, developed in cooperation with city, state, federal governments, and private lenders, would be a big step forward in saving Oakland. The homesteading program will be a major start in that direction. I am sure you would not want any abandoned homes in your neighborhood, and neither do we. Help us get the boards off these homes and get the people into them.

Respectfully,

*Emma Young*

Emma Young  
Chairperson of Kennedy Tract Improvement Assoc South  
3914 E 14th Street  
Oakland, Ca. 94601



August 17, 1975

Carla Hills

Secretary of the Department of Housing and Urban Development  
451 7th Street S.W.  
Washington D.C. 20410

Dear Ms. Hills,

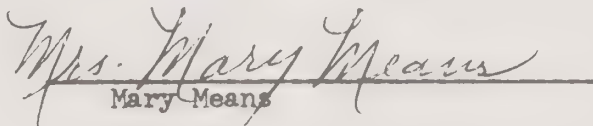
My name is Mary Means and I am a resident of East Oakland and a member of the East Oakland Housing Committee.

For over a year and a half representatives from our community have worked very hard as members of the EOHC. We have researched and developed a housing program for our East Oakland community. We have included the resources available from the city, state and federal governments as well as from our local savings and loan institutions.

We feel very strongly that the homesteading program proposed by your office would greatly facilitate our efforts here in Oakland. Target areas for the homesteading program are directly concentrated in our community and the program would add a great deal of help to the plan of the East Oakland Housing Committee.

We are most anxious to have the city of Oakland included in the Homesteading Program proposed by your office.

Sincerely yours,

  
Mary Means



LOCKWOOD BUSINESS AND PROFESSIONAL ASSOCIATION  
6680 East 14th Street  
Oakland, CA 94601

August 19, 1975

Ms. Carla Hills  
Secretary of Housing and Urban Development  
451 7th Street , SW  
Washington, D.C. 20410

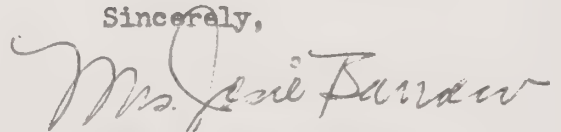
Dear Ms. Hills,

As chairperson of the Lockwood Business and Professional Association, an organization of businesses on East 14th Street, and part of the coalition, The Concerned Citizens of 50th-80th Avenues, I strongly endorse the Homesteading program for East Oakland.

Businesses and residents in our area have been working together to improve the safety and appearance of the whole community. We all realize that healthy neighborhoods and sound business go hand in hand. We all know that we have a housing crisis in East Oakland, and the neighborhood groups have been working hard to eliminate the problem, both on a small scale by dealing with individual landlords, and on a large scale through the efforts of the East Oakland Housing Committee.

Large numbers of East Oakland people are concerned with the problems in the area and we are doing something about them ourselves. The Homesteading program would greatly enhance the efforts of the East Oakland Housing Committee and everyone who has an interest in East Oakland. I urge you to support the Homesteading plan for East Oakland.

Sincerely,



Mrs. Josie Barrow  
Chairperson



FROM: The East Oakland Housing Committee  
SUBJECT: Proposed Task Force for the East Oakland Housing Crisis  
DATE: January 22, 1973

Dear Mr. Riley:

The East Oakland Housing Committee represents 28 community based groups in East Oakland. The housing problem is common to all of these groups and they all wholeheartedly support our work. These groups are:

In the Fruitvale Area:

1. Kennedy Tract Improvement Association -- South
2. Kennedy Tract Improvement Association -- North
3. 23rd Avenue Group
4. Manzanita Community Council
5. Fruitvale Merchants Association
6. Community Relations Committee of St. Elizabeth
7. 33rd Avenue Concerned Citizens
8. Fruitvale Neighborhood Concerned Citizens
9. Foothill Merchants Association
10. Harrington-Santa Rita Street Association
11. Melrose Tract Association

In the Concerned Citizens Area:

12. 58th Avenue Action Group
13. Tevis Neighborhood Organization
14. Lockwood Improvement Association
15. San Antonio Community Workers
16. Concerned Citizens of 69th to 73rd Avenues
17. Concerned Citizens of Seminary and Havenscourt
18. Havenscourt Improvement Group
19. 73rd Avenue Action Committee
20. Lockwood Business and Professional Association

In the Elmhurst Area:

21. Concerned Citizens of Highlands Community
22. Christ Chapel Park Committee
23. Concerned Citizens of Elmhurst
24. Elmhurst Neighborhood Association
25. Elmhurst Community Action Group
26. Elmhurst Business and Professional Association
27. Stonehurst Homeowners and Renters Association
28. Stonehurst Community for Action

Over the past six months, the East Oakland Housing Committee has been working with a number of experts in an effort to come up with some answers to the critical housing problem in East Oakland. We wish to clarify both the purpose and the composition of the Task Force that will deal with these housing problems.

THE PURPOSE OF THE TASK FORCE

We wish to clarify the responsibilities that the Task Force should





be charged with:

First, We agree that the Task Force should recommend a comprehensive plan of financing housing rehabilitation in the East Oakland area, as was developed at our all-day Workshop on December 27, 1974 and is outlined in Mr. LaBarbera's "Proposed Task Force for East Oakland Crisis" of January 13, 1975.

This responsibility includes two parts:

- a) Creation of a mechanism to get 1200 vacant houses in East Oakland rehabilitated and occupied;
- b) Creation of a plan to make possible home improvements on buildings already occupied.

Second, and just as important. The Task Force should be a "Watch-dog" during the implementation of this plan.

Our overall objective has always been to provide good housing for the residents of East Oakland at a price they can afford. We have been working to reduce housing costs and we strongly support the creation of a revolving high-risk loan fund, a home counseling program, urban homesteading, and the waiver of certain city fees as a means of further reducing housing costs.

#### COMPOSITION OF THE TASK FORCE

The Task Force should be of manageable size. We hope the Task Force will be kept small. Since we have already made considerable headway towards cutting housing costs, we ask that the people who have made commitments to the East Oakland Housing Committee also be included in the Task Force:

Arlene Slaughter -- Oakland Real Estate Board

Mr. Brian Peck -- Contractor

J. Lamar Childers -- Business Representative of the Building Trades Council of Alameda County

Two representatives from Financial Institutions

(Mr. Andy Anderson is working with top-level bankers who will recommend one representative. Mr. Tom Sweeney has contacts of people from Savings and Loans, and hopefully will get one from among them)

We also feel that there should be a representative from the East Oakland Housing Committee.

This Housing Task Force should be convened immediately, and we suggest that the first meeting be set for the week of January 27th.

Sincerely yours,

/S/ Fran Matarrese

Fran Matarrese, Chairperson  
East Oakland Housing Committee



A P P E N D I X E



## PLANS TO ADDRESS CODE PROBLEMS

- \* A description of how the City will address potential code problems arising from the provisions of the homesteader agreement that are required by Section 810 of the 1974 Housing Act, particularly that provision which encourages occupancy prior to the homesteader's making such improvements as are necessary to meet the applicable local standards for decent, safe and sanitary housing.

### PROPOSED

Section 810 (b), (3)(B) requires prior to occupancy the repair of any health or safety items. To expedite the elimination of any such noted conditions, they would be identified as such in the total list of violations and with a recommended corrective measure to be followed by the homesteader. Full technical advisory service would be provided for complete understanding of conditions falling within this category.

Examples of conditions to be noted would be as follows:

1. Unvented and illegally installed gas appliances.
2. Exposed or bare electrical wiring, hazardous fixtures, or equipment which could cause shock or fire.
3. Broken or badly deteriorated stairs, porches, handrails, guardrails or conditions which could result in a fall or are in danger of collapse.
4. Structural damage to the point where the elements are not excluded.
5. Broken or open sewer lines that do not carry all effluent without overflowing, or are providing easy access for rodent infestation to the residence.
6. Elimination of any vermin or rodent infestation.

The above would be required to be corrected before occupancy.



Basic plumbing fixtures, consisting of water closet, lavatory, bathtub or shower, kitchen sink and hot water heater, would be required, but as long as no safety condition was involved they could be used during the first eighteen months until brought up to total required code compliance.





# OAKLAND CITY COUNCIL

RESOLUTION No. 54602 C.M.S.

INTRODUCED BY COUNCILMAN \_\_\_\_\_

---

RESOLUTION AUTHORIZING AGREEMENTS WITH  
PROPERTY OWNERS AND/OR LENDORS IN THE  
EAST OAKLAND AREA TO PROTECT REAL PROPERTY  
INTERESTS AGAINST VANDALISM, WASTE, DILAP-  
IDATION, DISREPAIR OR OTHER DIMINUTION IN  
THE VALUE OF THE PROPERTY.

WHEREAS, the City Council finds and determines that  
real property within the area of East Oakland as outlined on  
Exhibit "A" attached hereto is subject to a vast amount of  
waste, vandalism, dilapidation, disrepair and other diminutions  
in value; and

WHEREAS, the City Council finds and determines that  
there exists an urgent need to expedite a program for property  
rehabilitation in the above-mentioned area of East Oakland;  
and

WHEREAS, the City Council finds and determines that  
said area is of a size and the conditions therein are of such  
a nature and magnitude as to constitute cause for the City  
to assist the property owners and/or lenders in the protection  
against waste to their property for the good of all residents  
of the City; and

WHEREAS, the City of Oakland, through the use of  
employees hired through the CETA program, desires to obtain  
permission from property owners and/or lenders to enter upon  
these parcels of land and help protect against waste,  
vandalism, dilapidation, disrepair and other diminution in  
value of the property; now, therefore, be it

RESOLVED: That after the City Manager or his author-  
ized representative determines that certain real property in  
the above-described East Oakland area is in need of rehabili-  
tation due to waste, dilapidation, disrepair and other diminu-  
tion in value which would therefore affect the value and  
livability of surrounding property, the City Manager is hereby  
authorized to enter into all necessary agreements with property  
owners and/or lenders of said property in a form substantially  
similar to those placed on file in the office of the City Clerk  
so that entry upon said property may be gained by the City to  
protect against said waste, dilapidation, disrepair and other  
diminution in value.



FURTHER RESOLVED: That the City Manager is hereby authorized and directed to enter into all necessary agreements with property owners and/or lenders in the East Oakland area, substantially similar to those placed on file this date in the office of the City Clerk, so that entry upon property may be gained to protect against waste, vandalism, dilapidation, disrepair, and other diminutions in value.

I certify that the foregoing is a full, true and correct copy of a Resolution passed by the City Council of the City of Oakland, California, on FEB 25 1975.

ROBERT C. JACOBSEN  
City Clerk

Per



Deputy



- 152 -  
LICENSE AGREEMENT

THIS LICENSE AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 1975, by and between \_\_\_\_\_, hereinafter referred to as "Licensor" and the CITY OF OAKLAND, a municipal corporation, hereinafter referred to as "Licensee."

WHEREAS, Licensor is the owner of certain real property commonly known as \_\_\_\_\_, Oakland, California.

WHEREAS, by Resolution No. 54602 C.M.S., the City Council of the City of Oakland has authorized the City Manager of the City of Oakland to enter into or execute all necessary agreements with property owners and/or lenders to help protect their real property interests against vandalism, waste, dilapidation, disrepair or any other diminution in the value of the property in East Oakland.

WHEREAS, Licensee desires to obtain permission to perform certain acts upon Licensor's property.

NOW, THEREFORE, it is agreed as follows:

1. Licensor grants to Licensee a license to enter upon Licensor's property to clean up all garbage, rubbish and debris, to make necessary repairs, and, if necessary, secure such premises by means of boarding or otherwise to protect against vandalism.

2. Licensor agrees to hold Licensee harmless against any claim for damage and/or injury caused by Licensee's entry upon Licensor's property. Failure of Licensee to perform the acts specified herein shall in no way create any liability on the part of the Licensee.



3. Licensor agrees to compensate Licensee for the cost of all materials used in the cleanup, repair and/or boarding of the property.

4. This license is personal to the Licensee. It is nonassignable, and any attempt to assign this license terminates it.

5. This agreement shall be terminable at will.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

---

LICENSOR

CITY OF OAKLAND  
a municipal corporation

---

LICENSEE





THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 1975, by and between \_\_\_\_\_, hereinafter referred to as "Beneficiary," and the CITY OF OAKLAND, a municipal corporation, hereinafter referred to as the "City."

WHEREAS, \_\_\_\_\_ (Name of loan company) is named as Beneficiary in Deed of Trust dated \_\_\_\_\_, 1975, executed by \_\_\_\_\_ as Trustor, in which \_\_\_\_\_ is named as Beneficiary and \_\_\_\_\_ as Trustee and recorded \_\_\_\_\_, 19\_\_\_\_, in Book \_\_\_\_\_, Page \_\_\_\_\_, Official Records of Alameda County, California.

WHEREAS, Beneficiary has the right under Paragraph \_\_\_\_\_ of the aforementioned Deed of Trust to enter upon the real property which is security for the debt owed by Trustor to protect against waste, dilapidation, disrepair or any other diminution in value of the security.

WHEREAS, by Resolution No. 54602 C.M.S., the City Council of the City of Oakland has authorized the City Manager of the City of Oakland to enter into or execute all necessary agreements with property owners and/or lenders to help protect their real property interests against vandalism, waste, dilapidation, disrepair or any other diminution in the value of the property in East Oakland.

WHEREAS, the City desires to obtain permission to perform certain acts upon the real property described in the aforementioned Deed of Trust.

NOW, THEREFORE, it is agreed as follows:



1. Beneficiary grants to the City permission to enter upon the real property described in the aforementioned Deed of Trust to clean up all garbage, rubbish and debris; to make necessary repairs; and to secure such premises by means of boarding or otherwise to protect against vandalism.

2. Beneficiary agrees to hold the City harmless against any claim for damage and/or injury caused by the City's entry upon the aforementioned property. Failure of the City to perform the acts specified herein shall in no way create any liability on the part of the City.

3. Beneficiary agrees to compensate the City for the cost of all materials used in the clean-up, repair and/or boarding of the property.

4. This permission is personal to the City and is non-assignable, and any attempt to assign this permission terminates it.

5. This Agreement shall be terminable at will.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

---

Beneficiary

CITY OF OAKLAND  
a municipal corporation

By: \_\_\_\_\_



Case # \_\_\_\_\_

Date \_\_\_\_\_

Address \_\_\_\_\_

- Work Sheet -

Building Security & Cleanup - East Oakland  
Revitalization Program

FIELD ESTIMATE ONLY

1 - Front Door @ \$17.50 ea = \$ \_\_\_\_\_

2 - Other Exterior Doors @ \$11.00 ea = \$ \_\_\_\_\_

3 - Windows -

Total No. to be Secured Minus

One (1) will Require \_\_\_\_\_

Panels @ \$ 9.00 per panel = \$ \_\_\_\_\_

Use One (1) 2'x4'x16'DFS4S for

Every Two Windows - No. Required @ \$3.25 = \$ \_\_\_\_\_

4 - Paint - All Installed Panels will be  
given a Coat of Exterior Latex in a  
Neutral Color. One (1) gal. per  
Ave. House Neg. @ \$7.60 = \$ \_\_\_\_\_

Note: All Required Hardware is  
included in above Prices.

5 - Weed or Growth Deterrent if

Requested @ \$ .70 per 100 sq. ft. unit.

No. Units \_\_\_\_\_ to be Treated x \$ .70 = \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

\_\_\_\_\_  
Rep. Signature

Comments:



A P P E N D I X F





OAKLAND REDEVELOPMENT AGENCY  
HOUSING COUNSELING PROGRAM  
HOMESTEAD QUESTIONNAIRE

SFDF NO. .... INTERVIEW: Date..... TIME: From..... to..... Code.....  
CERTIFICATE NO. .... EO.....  
FHA CASE NO. .... INTERVIEWER: ..... Family referred by .....  
Race ..... Age ..... Cit. .... S.S. No. .... G.I. Elig. ....  
Husband or Head .....  
Last ..... First ..... Middle .....  
Address ..... City ..... Home Phone: ..... Work Phone: .....  
Wife or Other .....  
Applicant .....  
Wife's Maiden Name .....  
Other Co-Mtgor(s): Name: .....  
Address: .....

Length of residence: ..... Yrs..... Mos. .... Own ..... Rent..... Amount Monthly Payment: \$ .....  
(If less than 5 years give former address) Yrs. Mos.  
Former Address ..... Own ..... Rent ..... City .....  
Former Address ..... Own ..... Rent ..... City .....  
Head: Never Married ☐ Widowed ☐ Divorced ☐ Separated ☐  
Date of separation or final divorce decree: Head .....  
Dependents: Number..... Ages ..... Date Married ..... Family Size: .....

QUESTION 21

HEAD OF FAMILY

Present employer ..... Address ..... City .....  
Phone ..... Name & title of Supervisor .....  
Job description ..... from ..... to .....  
Gross ..... Rate/hr. or wk. or mo. End: \$ ..... Gross Mo.  
Annual income \$ ..... Rate/hr. or wk. or mo. Begin: \$ ..... earnings \$ .....  
How much from ☐ Regular Hrs. per week Other mo.  
overtime last year? \$ ..... ☐ Irregular Main job ..... income \$ .....  
Explain "other income" .....  
(part-time work, welfare, pension, child support, alimony or other)  
Military service or status.....

Previous employer  
or other activity ..... Address ..... City .....  
Job description ..... Rate/hr. or wk. or mo. End \$ ..... Gross Mo.  
Rate/hr. or wk. or mo. Beg. \$ ..... earnings \$ .....  
From ..... to ..... Reason for job change.....  
Previous employer  
or other activity ..... Address ..... City .....  
Job description ..... Rate/hr. or wk. or mo. End \$ ..... Gross Mo.  
Rate/hr. or wk. or mo. Beg. \$ ..... earnings \$ .....  
From ..... to ..... Reason for job change.....  
21a. P. .... (time on present job) 21b. S. .... (Stab.) P. .... (Pattern)

QUESTION 42

OTHER APPLICANT

Present or last employer ..... Address ..... City .....  
Phone ..... Name & title of Supervisor .....  
Job description ..... from ..... to .....  
Gross ..... Rate/hr. or wk. or mo. End: \$ ..... Gross Mo.  
Annual income \$ ..... Rate/hr. or wk. or mo. Begin: \$ ..... earnings \$ .....  
How much from ☐ Regular Hrs. per week Other mo.  
overtime last year? \$ ..... ☐ Irregular Main job ..... income \$ .....  
Explain "other income" .....  
(part-time work, welfare, pension, child support, alimony or other)  
Military service or status.....  
Previous employer  
or other activity ..... Address ..... City .....  
Job description ..... Rate/hr. or wk. or mo. End \$ ..... Gross Mo.  
Rate/hr. or wk. or mo. Beg. \$ ..... earnings \$ .....  
From ..... to ..... Reason for job change.....  
Previous employer  
or other activity ..... Address ..... City .....  
Job description ..... Rate/hr. or wk. or mo. End \$ ..... Gross Mo.  
Rate/hr. or wk. or mo. Beg. \$ ..... earnings \$ .....  
From ..... to ..... Reason for job change.....  
42a. P. .... (time on present job) 42b. S. .... (Stab.) P. .... (Pattern)



# I HOUSEHOLD COMPOSITION AND ANNUAL INCOME FOR INCOME ELIGIBILITY

First Name	Age	Sex	Relationship	Perm. or Temp.	INCOME DURING LAST 12 MONTHS								Total last 12 Months	Current Annual Inc.	Exp. Inc. Next 12 Mos.
					Salary	Social Security	Pension or Retirement	Disability	Unemployment	Welfare	Child Support	Other			
1.			Head												
2.															
3.															
4.															
5.															
6.															
7.															
													Total (a)	Total (b)	Total (c)

- (d) No. in household \_\_\_\_\_  
 (e) No. Eligible Minors \_\_\_\_\_  
 (f) No. Other Minors \_\_\_\_\_  
 (g) No. Dependents \_\_\_\_\_  
 (exclude spouse) \_\_\_\_\_  
 (h) No. Handicapped \_\_\_\_\_

Gross Annual Family Income  
 From (b), or (c) \$ \_\_\_\_\_  
 Less earnings of minors \$ \_\_\_\_\_  
 INCOME FOR ELIGIBILITY \$ \_\_\_\_\_

Consult Table A:  
 Bedrooms required \_\_\_\_\_

Consult Table B:  
 Income above minimum? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Income below maximum Yes \_\_\_\_\_ No \_\_\_\_\_

If Answers to both are "Yes"  
 Proceed to next page. If not,  
 terminate.

## FOR OFFICE USE ONLY

How  
 Verified?  
 H W

W2 \_\_\_\_\_

Ck. Stub

Letter

Other

Describe:

Gross Annual Family Income \$ \_\_\_\_\_

Less 5% \$ \_\_\_\_\_

Less earnings of  
 eligible minors \$ \_\_\_\_\_

Less No. of eligible  
 Minors x \$300 \$ \_\_\_\_\_

Adjusted annual income \$ \_\_\_\_\_

Adjusted monthly income \$ \_\_\_\_\_

HAVE YOU ANY EXPERIENCE IN HOME REPAIR, SUCH AS:

Foundation Replacement

Flooring

Painting  
 Interior  
 Exterior

Repairing Walls

Plastering

Wallboard

Roofing

Plumbing

Electrical

Floor Tiling

Window Replacement  
 Framing



IV. PRESENT HOUSING

56. TENURE

Tenant .....

Check

Private Rental .....

Conventional Public Housing .....

Leased Public Housing .....

Other Gov't Assisted .....

Specify what: .....

Owner .....

Check:

Conventional.....

VA guaranteed.....

FHA insured.....

Specify program: .....

Other Gov't Assisted (Specify).....

57. Are utilities included in your present monthly rent?

Yes..... No.....

IF YES: Which? Gas..... Electricity..... Water..... Garbage.....

IF NO: Give estimate of your average monthly payments: (round to nearest dollar)

Gas \$.....

Elec. \$.....

Water \$.....

Garb. \$.....

Total family

Utility payment \$.....



V. ASSETS, LIABILITIES, CREDIT PRACTICES

INTERVIEWER: Query in following manner: "Now I am going to ask you some questions about your financial situation which, as you know, are very important and are checked by a credit bureau. Please be as accurate as possible. We will be referring to the documents I asked you to bring to this interview."

67. Automobiles ..... \$.....  
 (Make and year) (Value) (Make and year) (Value)

68. Value of furniture \$..... Personal effects \$.....

69. Life Insurance Face Value \$..... Monthly Premium ..... Stocks \$.....  
 Payments \$..... Bonds \$.....  
 Carrier..... Do you have a loan on the policy? Yes..... No.....  
 Beneficiary.....

70. Value of Real Estate Owned? \$..... Description.....  
 Mortgaged with..... Address..... Loan No. ....  
 Opening Date..... Amount of Loan \$..... Balance \$..... Mo. Payment \$.....

71. Shares in Credit Union? Yes..... No..... Amount \$.....

72. Cash in Banks:

Name of Bank	Branch & Address	Checking Account		Savings Account		Verified
		No.	Amount	No.	Amount	
			\$.....		\$.....	
			\$.....		\$.....	
			\$.....		\$.....	
			\$.....		\$.....	
Credit Union.....			\$.....		\$.....	

Total \$..... Total \$.....

73. Have you ever filed bankruptcy? Yes..... No..... Year..... County & State.....  
 Chapter 13? Yes..... No..... Year..... County & State.....  
 Circumstances:.....

74. Have you ever had any suits, judgments, liens, repossessions or collections? Yes..... No.....  
 Year..... County & State.....  
 Circumstances:.....

75. Do you pay any alimony or child support or contribute to the support of anyone other than your family living with you?  
 Yes..... No..... How much? \$.....

76. Are any child support or alimony payments made to you by Court Order? Yes..... No.....  
 How much?..... Are you receiving these payments regularly? Yes..... No.....

77. Do you have any installment accounts or other indebtedness such as car payments, loan company, bank, credit union, loans on life insurance, other personal loans, notes on which you are co-signer, revolving accounts, or department store accounts on which you make regular monthly payments? \*

Yes..... No.....

IF YES:

NAME OF FIRM AND ADDRESS	ITEM OR PURPOSE	ACCOUNT NO.	ORIGINAL AMOUNT	MONTHLY PAYMENT	AMOUNT OWING	VERIFIED
			\$	\$	\$	
			\$	\$	\$	
			\$	\$	\$	
			\$	\$	\$	
			\$	\$	\$	
			\$	\$	\$	
			\$	\$	\$	
			\$	\$	\$	

\* (If no open accounts, list several recent closed accounts with opening date)

Total \$..... \$..... \$.....

78. If welfare income: Social worker name.....  
 Address..... Phone..... Unit No.....





# HOUSING COUNSELING SERVICE



Oakland  
Redevelopment  
Agency  
577 Fourteenth Street.  
2316 98th ave.  
Tel. 834-2010



## HOUSING COUNSELING

### I. OBJECTIVE

The Housing Counseling Division of the City of Oakland, Oakland Redevelopment Agency, is to develop and dispense housing information and counseling that is in accord with the needs of individuals in search of housing, or agencies involved in housing in the City.

The Community Development Districts to be covered by the program are North Oakland, West Oakland, Chinatown, Central, San Antonio, Fruitvale, Central East Oakland and Elmhurst. The Housing Counseling Division will be in a unique position in regard to the development of housing data for use in future development plans for the City of Oakland, Oakland Redevelopment Agency.

### II. SERVICES

The Program provides services in the following areas:

1. Default and Delinquency
2. Pre and Post-Occupancy counseling for prospective buyers
3. Housing information and referral system
4. Rehabilitation counseling of families receiving grants and loans



5. Housing discrimination

1. Default and Delinquency

For delinquency counseling, a review of the family's budget is conducted. Contact is made with lending institutions involved to develop a satisfactory payment plan that will meet the needs of the family and the requirements of the lending institution. Second mortgages are also included in this service.

2. Pre and Post-Occupancy Counseling for Prospective Buyers

The home purchasing counseling services include:

- A. Buying procedures
- B. Neighborhood assessment
- C. Budgeting and family finances
- D. Nutrition and family food budgeting
- E. Consumer practices and finance companies
- F. Home maintenance
- G. Legal aspects of home ownership and insurance
- H. At least one or more individual meetings with staff

3. Housing Information and Referral System

Families looking for housing may contact the counseling staff to inquire about available housing. Staff will assist the family in obtaining a rental which will meet the needs of the family. Staff will also inform



families of their rights as tenants and the responsibility of the landlord. This aspect of housing counseling will be extremely important in the Section 8 program.

4. Rehabilitation Counseling

Families with marginal incomes who will be applying for rehab grants may receive budget management assistance and will be sent to a housing counselor before final application is approved. Rehabilitation counseling will also include the 518(B) program of the National Housing Act, which provides for the correction of structural or other major defects in some homes purchased on or after August 1, 1968, and prior to January 1, 1973, if the mortgages were insured by the FHA.

5. Housing Discrimination

The Counseling Division will provide information about current laws to families having problems with housing discrimination. Counselors are available to assist families in filling out forms and will refer them to the proper agencies or persons for handling complaints.



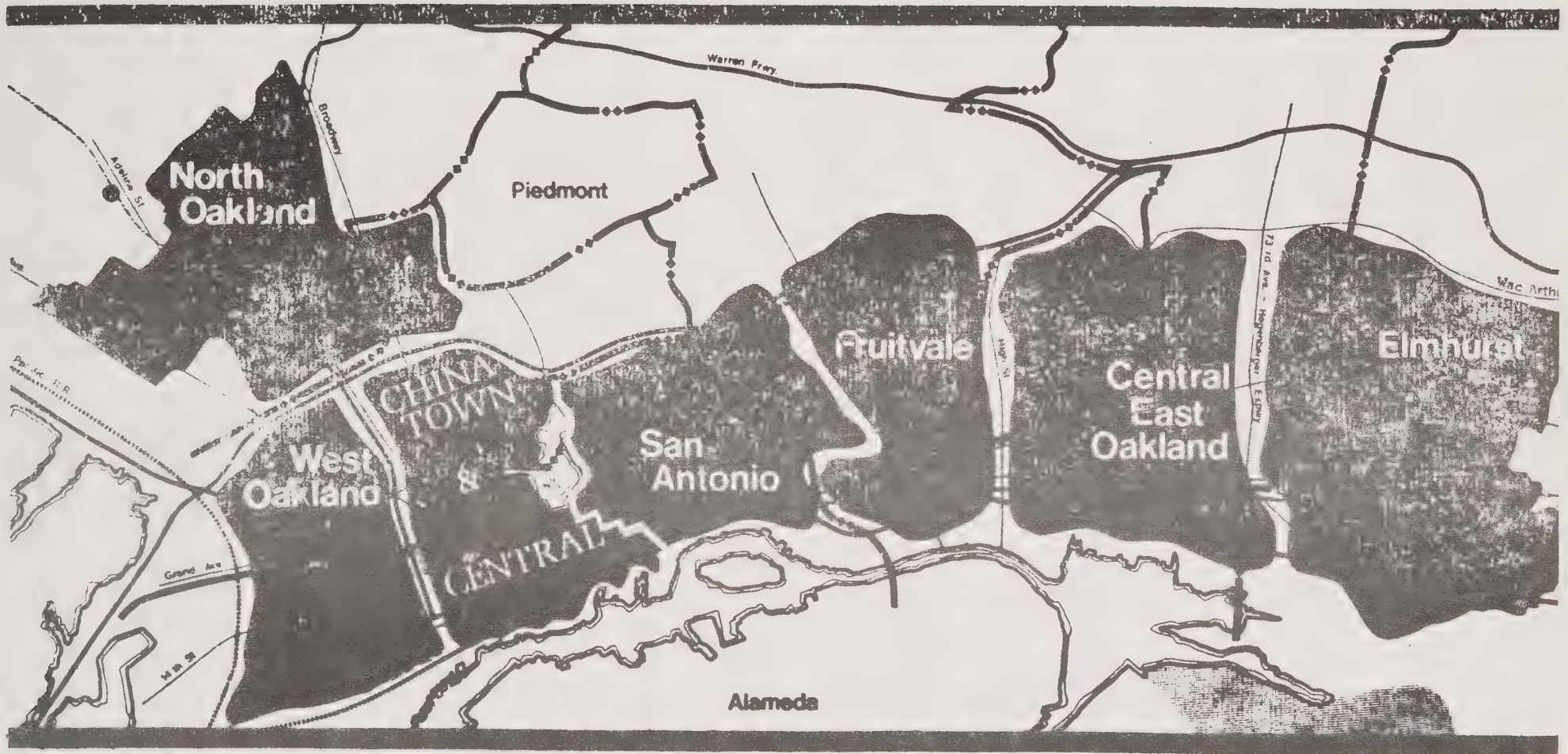


### III. REFERRALS

Referrals for housing counseling will come from the sources listed below:

1. County Social Services Department
2. Department of Housing and Urban Development
3. Veterans Administration
4. Realtors
5. 221D3 or 236 Managers
6. Housing Authority
7. Community Organizations
8. Referrals from others who have used the services
9. Advertisement
10. Community Development Program
11. Mortgage Lenders





## Community Development Districts



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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Form Approved  
OMB No. 63-R1302

PROPOSAL FOR DETERMINATION OF ELIGIBILITY  
AS A COUNSELING AGENCY UNDER  
SECTIONS 235 AND 237

AGENCY CITY OF OAKLAND  
*Name of Agency*

ADDRESS 14th and Washington Streets  
*Number Street*

Oakland California 94612  
*City State ZIP*

(415) 839-8810 SANDRA DAVIDSON, HOUSING COORDINATOR  
*Phone Name and Title of Representative*

Responsible Area/Insuring Office San Francisco California  
*City State*

The above named agency requests authorization to provide homeownership counseling services under Section 235 and 237 of the National Housing Act.

1. The City of Oakland received its  
*(Name of Counseling Agency)*

Charter on \_\_\_\_\_ pursuant to \_\_\_\_\_  
*(Date) (Cite Statute)*

of the laws of the State of California.

2. Purpose for which the counseling agency was formed (as stated in its Charter; attach a copy of Charter to this form):

The Oakland Policy Plan, adopted October 24, 1972, amended through July 18, 1974, page 6, states the following policies regarding counseling: a) The City will seek to provide counseling to homeowners in the areas of maintenance, financing and budgeting, and the planning and carrying out of rehabilitation work, as part of its code enforcement and rehabilitation programs.

b) The City and its agencies will increase the level of their rehabilitation and code enforcement programs. In these programs, they will make every effort to assist in providing rehabilitation loans and grants, counseling and other follow-up services as needed, as well as relocation aid if required. (Emphasis added)

In addition to the Policy Plan, the City's Housing Element recommended that the City provide counseling services to homeowners and a Fair Housing feasibility study, conducted by an independent consultant, recommended that the City perform a fair housing counseling function.

No agency in Oakland is presently certified as a Housing Counseling agency. The incidence of housing abandonment in East Oakland is so great that default/delinquency counseling requires high priority in a counseling program.





3. Motivation of the counseling agency with respect to the proposed service:

See attachments (page 1)

4. Record of achievement in such fields as housing, human rehabilitation, social service, medical assistance, etc. (Describe the programs; give present status and periods in which involved.)

See attachments (page 1)

5. What experience has the agency in the neighborhood(s) in which the counseling service will operate?

See attachments (page 1)

6. Approximately how many families are being reached by present staff?

See attachments (page 2)

7. Approximately how many families may benefit from the Homeownership Counseling Service?

See attachments (page 2)





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8. In attached exhibits, complete information is furnished for each of the items set forth below:

See Attachments - pages:

- a. A detailed summary of the proposed counseling program; this summary must include:
  - (1) Services currently provided; 2
  - (2) Scope of services to be provided under the homeownership counseling program; 2
  - (3) Complementary services to be made available through other community service agencies; also indicate those agencies with which working arrangements exist; 17
  - (4) A list of public agencies contacted about the possibility of their providing services and assistance, the responses received from each contact, and the services and assistance each agency will provide; 17
  - (5) Definition and description of geographical area to be served. (Include map if possible). **Map included.** 19
- b. A list of the officers and directors (board members) of the agency, including names, addresses and titles of position. 19
- c. Cost information, including a current and projected budget, and a statement of the source of funds for the counseling program. 20
- d. Written assurance that the agency's services for HUD meet all local and state legal requirements.
- e. A copy of all forms to be used in providing the counseling service. 22
- f. Resumes of professional staff members who will be responsible for homeownership counseling. 23
- g. Written evidence that the governing body of the applicant organization has approved this proposal and that the person(s) who sign(s) the proposal is (are) authorized to do so on behalf of the organization. Such evidence shall consist of one of the following: a notarized copy of the minutes of the meeting when the organization approved the proposal and authorized it to be signed by a specified person or persons (This may consist of an extract of the pertinent minute.) or a notarized statement on the organization's letterhead and signed by the organization's chief officer indicating that the governing body of the organization has approved the proposal and authorized the person or persons named in the statement to sign the proposal on behalf of the governing body.



To the best of my knowledge and belief, the foregoing information and that contained in the attached exhibits are true and correct.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Date*



ATTACHMENTS (page 1)

3. Motivation of counseling agency.

Emergency counseling needs as expressed by community groups, the banking and savings and loan entities and the real estate industry. The most serious needs at the present time relate to loan delinquency and default counseling. Attached are newspaper clippings detailing many of the problems of housing abandonment in East Oakland. (See Exhibit I)

4. Record of achievement.

The City of Oakland has been the sponsor of several Federal programs in prior years and at the present time. They include:

- a) Clinton Park Project - first federally assisted code enforcement program, 1957 - 1958.
- b) Manpower programs - previously funded: Concentrated Employment Program, Neighborhood Youth Corps, Public Service Careers, Emergency Employment Program; currently funded: Comprehensive Employment and Training Program (CETA).
- c) Community Action Agency - currently funded: Head Start, Urban Outreach Program, Volunteers for Oakland, Children's Vision Center, Social Service Bureau, Oakland Rehab, Inc., Golden State Business League Youth Training, 24-Hour Parent-Teacher Child Care, Pre-Dropout Counseling Program, Customers Service Program.
- d) Model Cities - previously funded: Management Intern Training, Police Intern Project, PREP (rehabilitation training program), Homemaker Aid Project, Career Opportunity Program; currently funded: Child Care Programs, Senior Citizen Program, Legal Aid Compliance Project, Street Improvement Projects, West Oakland Housing, Inc., West Oakland Planning Committee.

5. Experience in neighborhoods.

Oakland's Housing Counseling Program is conceived as a city-wide service; however, initial and major counseling efforts will be directed toward those areas that have a high incidence of housing abandonment, i.e., East Oakland, North and West Oakland. City-wide code enforcement is an on-going activity in all areas of the City. The Community Action Agency and CETA provide services to the entire city, i.e., there are no neighborhood boundaries. Model Cities has been limited to the West Oakland area of the city.



ATTACHMENTS (page 2)

6. Number of families being reached by present staff.

Not able to determine. Counseling is being provided on a limited basis by private non-profit housing organizations, the Oakland Redevelopment Agency and the Housing Authority. The Redevelopment Agency counsels through the activities of relocation and property rehabilitation.

7. Number of families who will benefit from service.

During the first year of operation, it is estimated that 1045 families or individuals will benefit from the homeownership counseling service. It is anticipated that 70% of the budget will be expended for default and delinquency counseling at an average cost of \$425 per case serving 732 persons, 10% for pre-purchase and post-occupancy at an average of \$150 serving 105 persons, 10% for tenant counseling at an average of \$50 serving 105 persons, 5% for maintenance and upkeep at an average of \$300 serving 57 persons, and 5% for referral and follow-up at an average of \$25 serving 57 persons. Approximately 500 additional persons will be served through the services of other programs associated and cooperating with the counseling program.

8.a.(1) Services currently provided.

Informal counseling is currently being provided by private non-profit housing organizations, the Redevelopment Agency, the Housing Authority, the City's Building and Housing Department and the City's Housing Coordinator. Building and Housing Department personnel counsel homeowners on an individual case basis by giving advice and referring to proper agencies for needed services. The Housing Coordinator receives numerous calls requesting information and assistance. (Agency brochures are attached as Exhibit II)

8.a.(2) Scope of services to be provided under the homeownership counseling program.

It has become evident in recent years that the City of Oakland needs a home management counseling program to help low and moderate income families obtain and maintain home ownership. The program would assist in the elimination of some causes of home abandonment, and the resulting urban deterioration and blight. It would provide consumer education and protection, ~~reduce the public cost of decreased property values,~~ and help conserve the existing housing supply. Mortgage delinquency





ATTACHMENTS (page 3)

and default counseling would be of the first priority, as it would have the greatest short-term impact on stabilizing the current housing market.

Besides delinquency and default counseling, such a program would include pre-occupancy, post-occupancy, home purchase, debt and budget management, home maintenance and rental housing counseling. Integral to this program would be home ownership preparation counseling through classes, assistance in home selection, and purchase and finance help. Oakland's program would also have a screening function which would determine the eligibility of prospective home buyers for various government programs (FHA 235, 221(d)(2), 203(b), VA) and conventional programs (SAMCO, Savings & Loans, Banks, and other mortgage lenders). The program will also advise on social services available in the community that may be helpful to client families.

The following is an outline of counseling services and classes to be offered by Oakland's Home Management Counseling Program:

PART 1 - SCOPE OF COUNSELING PROGRAM

I. PURPOSE

- A. Individual delinquency and default counseling.
- B. Determine eligibility of prospective home buyers for various government (FHA 235, 221(d)(2), 203(b), VA) and conventional (SAMCO, Savings & Loans, banks, and other mortgage lenders) loans.
  1. Pre-qualification for those families eligible for any of the programs.
  2. Special assistance to families not eligible.
- C. Home ownership preparation counseling through classes. (See Class Outline at Part 2)
- D. Individual counseling for prospective home owners with particular problems.
- E. Assistance in home selection, purchase and finance.
- F. Certification for families completing counseling program, making them eligible for FHA 235 and 221(d)(2), or for preferential treatment with conventional lenders, and other planned special financing.
- G. Post-purchase classes for home owners.
- H. Act as advocate for home owners.
- I. Provide referrals for supportive services.



ATTACHMENTS (page 4)

- J. Other miscellaneous services.
  - 1. Home buyers and home owners manual.
  - 2. Library service.
- K. Tenant counseling. (See Class Outline at Part 3)

II. DELINQUENCY AND DEFAULT

- A. Agency receives notices of delinquency in first month, from either mortgagee or home owner.
- B. Counselor contacts family to ascertain reasons for delinquency.
- C. Counselor attempts to help home owner.
  - 1. Rebudgeting.
  - 2. Supplementing income:
    - (a) Unemployment
    - (b) Medicare
    - (c) Disability
  - 3. Working with mortgagee
  - 4. Secondary financing
  - 5. Refinancing
  - 6. Selling house
- D. Delinquency.
  - 1. Working with mortgagee
  - 2. Refinancing
  - 3. Secondary financing
  - 4. Selling property

III. ELIGIBILITY (individual)

- A. Assist families in determining effective net income and credit.
  - 1. Obtain employment and deposit verifications.
  - 2. Obtain credit reports.
    - (a) Assist families in credit evaluation
    - (b) Assist in protesting credit reports
- B. Advise on what programs family might be eligible for.
- C. Assist family in correcting deficiencies in eligibility for mortgage financing.
  - 1. Credit counseling (counselor and referral)
  - 2. Job counseling (counselor and referral)
  - 3. Determining eligibility for governmental income supplement programs (AFDC, Social Security, Food Stamps, etc.) (counselor and referral)
  - 4. Assist in setting up program for saving for down payment.



ATTACHMENTS (page 5)

IV. INDIVIDUAL PROBLEM COUNSELING

A. Credit.

1. Assistance analyzing credit reports.
2. Assistance in remedying credit deficiencies.
3. Assistance in correcting inaccurate reports.
4. Recommending credit counseling when necessary.
5. Establishing credit.

B. Debts.

1. Effect on credit.
2. Clearing debts.
  - (a) Payment schedule
  - (b) Faulty merchandise
3. Judgments and liens.
  - (a) Releasing
  - (b) County aide liens
4. Chapter XIII.
5. Bankruptcy.

C. Budgeting.

1. Housing costs.
2. Transportation.
3. Essentials.
4. Others .

D. Saving.

1. Budgeting for saving.
2. Setting up a savings account.
3. Special savings program for home purchasing costs.

E. Income.

1. Increasing income potential.
  - (a) School and training programs
  - (b) On-the-job training programs
2. Job resumes.
3. Interviewing techniques.
4. Government income programs.
  - (a) Unemployment
  - (b) AFDC
  - (c) Social Security
  - (d) Other
5. Income supplements.
  - (a) Medicare
  - (b) Food stamps



ATTACHMENTS (page 6)

V. HOME SELECTION ASSISTANCE

- A. Needs.
  - 1. Review of family needs.
  - 2. Type of house which would best suit family needs.
  - 3. Analysis of property selected.
- B. Real estate contract.
  - 1. Review of real estate contracts prior to signing.
- C. Financing.
  - 1. Review of financial arrangements.
- D. Condition of house.
  - 1. Inspection of property, if necessary (informal).

VI. CERTIFICATION

- A. Families completing counseling classes receive certification for having completed program.
- B. Certificate allows families to receive special consideration when applying for financing.
- C. Qualifies family for 235 and 221(d)(2).

VII. REFERRAL SERVICE

- A. Referrals for social services.
  - 1. Family counseling.
  - 2. Job programs.
  - 3. Medical services.
- B. Financial services.
  - 1. Credit counseling.
  - 2. Financing sources.
- C. Professional services.
  - 1. Home maintenance.

VIII. ADVOCACY FOR HOME OWNER

- A. Represent home owners in general in dealing with lenders, HUD, and other.
- B. Assist home owners with problems or complaints.
  - 1. Help resolve disputes between buyer and seller after construction work.
- C. Assist home owners with mortgagees in working out delinquency or default problems.

IX. OTHER RELATED SERVICES

- A. Home buyers and home owners manual.
- B. Library service.





ATTACHMENTS (page 7)

X. MISCELLANEOUS

A. Counseling classes will be available to home owners as well as home buyers.

1. Delinquent home owners may be advised to take classes.

PART 2 - HOMEOWNERSHIP CLASSES

I. INTRODUCTION - HOME OWNERSHIP (1st Class)

A. Responsibilities.

1. Mortgage payments.
  - (a) Monthly payments
  - (b) Delinquency
  - (c) Default
  - (d) Penalties:
    - Monetary
    - Credit rating
2. Maintenance.
  - (a) General maintenance responsibilities:
    - Interior
    - Exterior
    - Utility system
    - Landscapes
  - (b) Property taxes
  - (c) Insurance
  - (d) Legal liability
  - (e) Community responsibilities

B. Benefits.

1. Equity.
  - (a) Explanation
  - (b) Build-up
  - (c) Borrowing against
2. Control.
3. Property tax exemptions.
4. Income tax deductions.

C. Restrictions.

1. Deed restrictions.
2. Financing restrictions.
3. Zoning.
4. Building & Housing, Health & Safety Code.

II. BUDGETING AND INCOME (2nd Class, every 2 months)

A. House related costs.

1. Mortgage payments.
2. Property taxes.
3. Insurance.
4. Maintenance.



ATTACHMENTS (page 8)

B. Basic Necessities.

1. Food.
  - (a) Food budgets - nutrition
  - (b) Saving on food costs
  - (c) Food stamps
2. Transportation.
  - (a) Public vs. private transportation
  - (b) How to use public transportation

C. Medical.

1. Governmental programs.
  - (a) County health services
  - (b) Medicare
  - (c) Medi-Cal
2. Private medical insurance.

D. Income supplementing.

1. Social Security.
2. Unemployment.
3. Welfare.
4. Federal employment program.
5. Job referral program.

III. SAVING, SPENDING AND CREDIT (3rd Class)

A. Saving.

1. Budgeting for saving.
2. Savings institutions.
  - (a) Banks
  - (b) Savings & Loans
  - (c) Credit Unions
  - (d) Savings Bonds
  - (e) Other
3. Types of savings accounts.
  - (a) Checking
  - (b) Passbook
  - (c) Term
4. Investments.
5. Insurance.

B. Spending.

1. Purchasing by cash.
2. Purchasing by credit.
  - (a) Charge accounts
  - (b) Credit cards
  - (c) Lay-aways
  - (d) Interest
3. Financing major purchases.
  - (a) Automobile
  - (b) Furniture
4. Truth in lending.



ATTACHMENTS (page 9)

C. Credit.

1. Bad credit vs. good.
2. Establishing credit.
3. Maintaining good credit.
4. How people get bad credit.
5. Improving bad credit.
6. Credit counseling.
7. Credit reports. .
  - (a) How they are used
  - (b) How to read them
  - (c) How to contest erroneous credit reports
8. Your rights vs. the creditor's.
  - (a) Purchasing faulty merchandise.

IV. COSTS AT PURCHASE (4th Class)

A. Deposit.

B. Closing costs.

1. Title expenses.
2. Discount fee.
3. Origination fee.
4. Transfer tax.
5. Property tax impounds.
6. Insurance reserve.
7. Termite inspection fee.
8. Appraisal.

C. Down payment.

1. Requirements of various programs.
2. Reduction of principal.
3. Purchasing property for more than lender's appraisal.
4. Down payments and mortgage insurance premiums.

E. Cost of moving.

1. Professional move.
2. Self move.

F. Utility hook-ups and deposits.

1. P G & E.
2. E B M U D.
3. Telephone.

G. Appliances.

1. Stove.
2. Refrigerator.
3. Washing machine.
4. Dryer,
5. Dishwasher.
6. Garbage disposal.



ATTACHMENTS (page 10)

- H. Decorating.
  - 1. Furniture.
  - 2. Floor coverings.
  - 3. Curtains.
  - 4. Miscellaneous.
- I. Other costs.
- J. Savings for a down payment.

V. SELECTING AND PURCHASING A HOME (5th Class)

- A. Cost.
  - 1. Mortgage payments.
  - 2. Property taxes.
  - 3. Insurance.
    - (a) Cost vs. net income
    - (b) Cost vs. value
- B. Functionality and amenities.
  - 1. Family size and bedrooms.
  - 2. Other rooms.
  - 3. Square footage.
  - 4. Lot size.
- C. Location.
  - 1. Work.
  - 2. Transportation.
  - 3. Schools.
  - 4. Neighborhood.
  - 5. Shopping.
- D. Condition.
  - 1. City and State requirements.
  - 2. Lender's requirements.
  - 3. Pest control reports.
  - 4. General condition.
  - 5. Quality of work.
  - 6. Age.
- E. Amenities.
  - 1. Rooms.
    - (a) Bedrooms
    - (b) Baths
    - (c) Kitchen
    - (d) Utility
  - 2. Basement.
  - 3. Parking.
  - 4. Storage space.
  - 5. Landscaping.
  - 6. Fireplace.





ATTACHMENTS (page 11)

F. Style.

1. Is the general style pleasing.

G. Using a real estate broker.

H. Buying on your own.

1. Probates.
2. Trustees' sales.
3. Newspapers.
4. Non-profits.
5. Other.

I. Real estate contracts.

1. Purchase price.
2. Deposits.
  - (a) Liquidated damages
3. Payment of title insurance, closing and other costs.
4. Taking title.
5. Time frame.
6. Execution.

J. Financing.

1. FHA.
  - (a) 235
  - (b) 221(d)(2)
  - (c) 203(b)
2. SAMCO.
3. Conventional.
  - (a) Bank
  - (b) Savings & Loan
  - (c) Mortgage lenders
4. Secondary financing.
5. Trust deeds.
  - (a) Clauses

K. Escrow procedures.

1. Escrow statements.
2. Recording.
3. General procedures.

VI. HOME MAINTENANCE (6th Class)

A. Employing a professional.

1. Advantages.
2. Cost.
3. How to select.
4. How to make sure the job was done right.
5. Callbacks.



ATTACHMENTS (page 12)

- B. Self-maintenance.
  - 1. Electrical.
  - 2. Plumbing.
  - 3. Heating.
  - 4. Flooring.
  - 5. Painting.
  - 6. Windows.
  - 7. Doors.
  - 8. Roofs.
- C. Security.
  - 1. Doors.
  - 2. Windows.
- D. Safety.
  - 1. Fire.
  - 2. Poisons.
- E. Pest control.
  - 1. Types of pests.
  - 2. What you can do on your own.
  - 3. When to call an exterminator.
- F. Cleaning.
  - 1. Floor.
    - (a) Hardwood
    - (b) Linoleum
    - (c) Carpet
  - 2. Walls.
  - 3. Windows.
  - 4. Drapes.
  - 5. Furniture.
  - 6. Bathrooms and kitchens.

VII. DELINQUENCY AND DEFAULT (7th Class)

- A. The importance of paying on time.
  - 1. Late charges.
  - 2. Delinquency.
    - (a) Making up payments plus penalties.
  - 3. Default.
  - 4. Foreclosure.
    - (a) Procedures
    - (b) Loss of home
    - (c) Effect on credit
    - (d) Loss of equity
    - (e) Effect on family



ATTACHMENTS (page 13)

B. Why foreclosures occur.

1. Mismanagement of money.
  - (a) House payments too high
  - (b) Overspending
  - (c) Not budgeting
2. Loss of income.
  - (a) Unemployment
  - (b) Illness
  - (c) Separation
  - (d) Death
3. Unanticipated expenses.
  - (a) Medical bills
  - (b) Additional family members
  - (c) Other

C. Remedial action.

1. Rebudgeting.
2. Income supplements.
  - (a) Unemployment claim
  - (b) Disability claim
  - (c) Food stamps
  - (d) AFDC
3. Talking with mortgagee.
4. Refinancing.
5. Secondary financing.
6. Other financing.
7. Selling.

D. Planning for the construction.

1. Saving.
2. Life insurance.

VIII. FINAL CLASS SESSION - MISCELLANEOUS (8th Class)

A. Insurance.

1. Importance.
2. Types.
  - (a) Fire
  - (b) Vandalism
  - (c) Theft
  - (d) Liability
  - (e) Life
  - (f) Flood
3. Coverage.
4. Cost.
5. How to reduce costs.



ATTACHMENTS (page 14)

B. Discrimination.

1. How to recognize it.
  - (a) In purchasing a home
  - (b) In financing.
2. Reporting discrimination.

C. Additional services offered by counseling agency.

1. Individual counseling.
2. Handbook.
3. Library.
4. Post-purchase counseling.
5. Delinquency and default counseling.

D. How to sell your home.

1. Using a real estate broker.
2. Selling by yourself.
  - (a) Responsibilities
  - (b) Advertising

E. Community services.

PART 3 - TENANT COUNSELING CLASSES

I. RESPONSIBILITIES

A. Selection.

1. Income limits.
2. Available rent subsidy.
3. Family size vs. size of unit.
4. Rent.
  - (a) When delinquent
  - (b) Credit rating
  - (c) Eviction for non-payment
  - (d) Withholding of rent for repairs

II. MAINTENANCE

A. General maintenance responsibilities.

1. Interior.
2. Community area (hallways, stairways, driveways, fences, etc.)
3. Utility system.
  - (a) Electric
  - (b) Plumbing
  - (c) Water
  - (d) Garbage
  - (e) Telephone

B. Legal liability.

C. Insurance.

D. Community responsibilities.





ATTACHMENTS (page 15)

III. BUDGETING AND INCOME

- A. Unit related costs.
  - 1. Rent.
  - 2. Utilities.
  - 3. Insurance.
  - 4. Cleaning supplies.

IV. BASIC NECESSITIES

- A. Food.
  - 1. Food budgets - nutrition.
  - 2. Saving on food costs.
  - 3. Food stamps.
- B. Transportation.
  - 1. Public vs: private.
  - 2. How to use public transportation.
- C. Clothing.

V. MEDICAL

- A. Governmental programs.
  - 1. County health services.
  - 2. Medicare.
  - 3. Medi-Cal.
- B. Private medical insurance.

VI. INCOME SUPPLEMENTING

- A. Social Security.
- B. Unemployment - State.
- C. Welfare or Family assistance.
- D. Federal employment programs.
- E. Job referral program.

VII. SAVING

- A. Budgeting for saving.
- B. Savings institutions.
  - 1. Banks.
  - 2. Savings and loans.
  - 3. Credit unions.
  - 4. Savings bonds.
  - 5. Other.



ATTACHMENTS (page 16)

C. Types of savings accounts.

1. Checking.
2. Passbook.
3. Term.

D. Investments.

E. Insurance.

VIII. SPENDING

A. Purchasing by cash.

B. Purchasing by credit.

1. Charge accounts.
2. Credit cards.
3. Lay-aways.
4. Interest.

C. Financing major purchases.

1. Furniture.
2. Automobiles.
3. Saving down payment for home purchase.

IX. CREDIT

A. Bad credit vs. good.

B. Establishing good credit.

C. Maintaining good credit.

D. How people get bad credit.

E. Improving bad credit.

F. Credit counseling.

G. Credit reports.

1. How are they used.
2. How to read them.
3. How to contest erroneous credit reports.

H. Your rights vs. the creditor's.

1. Purchasing faulty merchandise.

X. INSURANCE

A. Importance.

B. Types.

1. Fire.
2. Vandalism.
3. Theft.
4. Liability.
5. Life.
6. Health.

C. Coverage.

D. Cost.

E. How to reduce costs.



ATTACHMENTS (page 17)

XI. HOMESTEAD LAW

- A. Explanation.
- B. Discussion.

8.a.(3) Complementary services to be made available through other community service agencies; also - those agencies with which working arrangements exist.

Acceptance of referrals, participation in training for counseling staff and for recipients of the counseling program. Working arrangements currently exist with several agencies and community groups. Those agencies and groups include:

Community Action Agency, Redevelopment Agency, Housing Authority, Health Care Services, Neighborhood Housing Services, Metro Housing Center.

It is anticipated that as the City becomes more involved in providing social services to the citizens of Oakland, working arrangements and cooperation of additional agencies and community groups will be the result.

8.a.(4) List of public and private agencies contacted to provide services.

Mr. William T. Leonard  
Associated Building Industry  
3496 Breakwater Court  
Hayward, CA 94545

Mr. Fred J. Clement  
Executive Director  
West Oakland Housing, Inc.  
828 - 27th Street  
Oakland, CA 94607

Mr. E. T. McQuiston  
California CPA Foundation  
1000 Welch Road  
Palo Alto, CA 94304

Mr. Edwin G. Forrest  
SAMCO Exec. Vice President  
2483 East Bayshore, Suite 204A  
Palo Alto, CA 94303

Mr. Harold Norton  
Alameda County Bar Ass'n  
405 - 14th Street  
Oakland, CA 94612

Mr. Harold Davis, Exec. Dir.  
Housing Authority of the City  
of Oakland  
1619 Harrison Street  
Oakland, CA 94612

Mr. Aubry Wyatt  
Metropolitan Housing  
Center, Inc.  
506 - 15th Street  
Oakland, CA 94612

Mr. Clifford Sweet  
Legal Aid Society of Alameda Cty.  
1815 Telegraph Avenue  
Oakland, CA 94612

Mr. H. Buckenmeyer, Pres.  
Mortgage Bankers Ass'n  
1701 - 4th Street  
San Francisco, CA 94104



ATTACHMENTS (page 18)

Ms. Barbara Thompson  
Oakland Rehabilitation, Inc.  
499 Embarcadero  
Oakland, CA 94606

Ms. Arlene Slaughter  
Oakland Board of Realtors  
Community Affairs Committee  
1528 Webster Street  
Oakland, CA 94612

Mr. Lamar Childers  
Alameda County Building &  
Trades Council  
2315 Valdez Street  
Oakland, CA 94612

Mr. David Odell, Director  
Alameda County Health  
Care Services Agency  
499 - 5th Street  
Oakland, CA 94607

Mrs. Mary Widener, Director  
Neighborhood Housing  
Services, Inc.  
9611 East 14th Street

Mr. Roland Ross, Acting  
Loan Guarantee Officer  
U.S. Veterans Administration  
211 Main Street  
San Francisco, CA 94105

Mr. Jack Weir, Chief  
Assistant Director  
Alameda Cty. Welfare Dept.  
401 Broadway  
Oakland, CA 94612

Mr. Richard Illgren, Director  
Oak Center Better Housing Corp.  
534 - 22nd Street  
Oakland, CA 94612

Dr. Robert Williams, Director  
Adult Education Department  
Oakland Public Schools  
1025 Second Avenue  
Oakland, CA 94606

Mr. John Stokes, Principal  
Clinton Park Adult Education  
655 East 14th Street  
Oakland, CA 94606

Mr. John B. Williams, Exec. Dir.  
Redevelopment Agency of the  
City of Oakland  
1333 Broadway  
Oakland, CA 94612

Letters of commitment have been received from the following organizations in response to the City's request for assistance in the counseling program: (See copies attached)

Oakland Board of Realtors

Redevelopment Agency of the  
City of Oakland

Housing Authority of the City  
of Oakland

Oakland Unified School District





ATTACHMENTS (page 18-a)

Alameda County Health  
Care Services Agency

Oak Center Better Housing  
Corporation

Oakland Rehab., Inc.

Lawyer Referral Service of the  
Alameda County Bar Association

Most agencies contacted expressed willingness to cooperate with the City of Oakland's counseling agency and will send letters stating their commitment. Because of the urgency in establishing the counseling program and submission of the application, additional letters of commitments will be submitted as they are received.



A P P E N D I X G



EQUAL OPPORTUNITY PROGRAM

Pursuant to relevant California and Federal Law, the following assurances are hereby made:

1. There shall be no discrimination by the City on the basis of race, religion, color, sex or national origin in the granting or denying of benefits in any phase of the demonstration.
2. Without limitation to any other assurances herein, the City will specifically administer all programs and activities relating to housing and community development in a manner which affirmatively furthers fair housing practices and promotes integration.
3. Further, the City shall incorporate its own "Equal Opportunity Program" into appropriate documentation during the construction phase of the demonstration. That is, the Program - which calls for a construction work force involving the ethnic composition of Oakland - will be incumbent upon any construction contractor that performs any services pursuant to the demonstration (either for applicant or recipient of applicant). A copy of the Equal Opportunity Program is attached hereto.
4. The City will take all action necessary and appropriate to prevent discrimination because of race, religion, sex or national origin, either in



housing or in the lending practices of institutions sponsoring or financing housing (if such loans are insured or guaranteed by the United States).

5. The City will generally conform with and abide by any other Federal or State, law, regulation or order relating to equal opportunity and affirmative action.





THE REDEVELOPMENT AGENCY OF THE CITY  
OF OAKLAND'S AFFIRMATIVE ACTION  
EQUAL OPPORTUNITY PROGRAM IN CONSTRUCTION

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THE REDEVELOPMENT AGENCY OF THE CITY OF OAKLAND'S PROGRAM  
FOR EQUAL OPPORTUNITY IN CONSTRUCTION EMPLOYMENT

I. Binding Upon Redeveloper's Contractors and Subcontractors.

The Redeveloper, for itself, its successors and assigns, covenants and agrees that it shall require its contractor to conform to and in all respects abide by this Program for Equal Opportunity in Construction Employment. "Contractor" is herein defined as any party who performs the duty for which a license as a general contractor is required by the State of California (or any other licensed contractor) and with whom the Redeveloper enters into a direct contract on its own behalf or for others, for the construction of the Improvements, any part thereof, or any other construction work in or upon the Property whatsoever. The Redeveloper further covenants and agrees that it shall require in any contract with its contractor that the contractor shall enforce the provisions of this Program for Equal Opportunity in Construction Employment on any and all parties with whom contractor intends to enter into a contract to perform any portion of said work (hereinafter called "subcontractor").

II. Pre-Award Requirements

A. Prior to entering into their respective contracts, contractor and any and all subcontractors shall complete



questionnaires for presentation to Agency detailing the anticipated number of total employees required to perform the respective contracts, by classification of journeymen, apprentices and trainees, in each construction trade. These questionnaires shall include an anticipated number of employees in each classification who are to be minority group members or women and the target dates for hiring the same and shall serve as a guide in the implementation of hiring minority group members pursuant to the respective Affirmative Action Programs.

B. The contractor shall hold a pre-job conference with representatives of the construction trades, the General and Specialty Contractors Association and other minority contractor associations recognized and designated by the Agency at which time its Affirmative Action Program and the Affirmative Action Program of its subcontractors, both as defined by Section III herein, will be presented to them and their meaningful assistance will be requested in the employment of qualified members of minority groups and women, including apprentices and trainees.

C. At least ten (10) days prior to award of contract, the contractor and any and all anticipated subcontractors must meet with representatives of the Agency and the Federal government, at which time contractor's Affirmative Action Program and the Affirmative Action Program of any and all prospective subcontractors on the job, will be discussed,





evaluated and reviewed in light of the provisions of Section III herein.

III. Contractor's and Subcontractor's Affirmative Action Programs

A. Specifications of the Program. All contractors and subcontractors must submit for approval to the Agency and the Federal Government, prior to award of contract a written Affirmative Action Program in which the contractor or the subcontractor, as the case may be, agrees to meet the following minimum requirements:

- (1) Work force requirement. The contractor or subcontractor must recruit a work force that reflects the ethnic composition of the resident population of the City of Oakland. The 1970 Census data, as officially adjusted, shall be used as a guide in determining the above required composition. In order to further the purposes of the Project and pursuant to Section 3 of the Housing and Urban Development Act of 1968, as amended, opportunities for training and employment shall be given to lower income residents of the Project Area. Thereafter the work force shall be recruited from the following areas in order of their priority:



The resident population of the City of  
Oakland as a whole; and then

The resident population of the San  
Francisco standard metropolitan statistical  
area.

- (2) Hiring plan. The contractor and all subcontractors shall be required to establish a plan for the hiring of minority workers and women. Such a plan shall include referral procedures for hiring through the union hiring halls as well as direct hiring programs such as "Project Upgrade," "PREP" or any other comparable programs. The contractor or subcontractor pursuant to any such plan shall utilize any applicable Federal or locally subsidized program for the training and hiring of minority workers and women.
- (3) No discrimination on sex. No contractor or subcontractor shall refuse to hire or promote, or otherwise discriminate against any employee solely on the basis of that employee's sex.
- (4) Minority subcontractors to be represented. Subject to customary competitive bidding at least the ethnic composition of the resident population of the nine San Francisco Bay Area Counties shall be reflected, on a total subcontract dollar basis, in the letting



of subcontracts for work to minority subcontractors. The official 1970 census data shall be used as a guide in determining the aforesaid ethnic composition. As used herein, "minority subcontractor" refers to any entity whether sole proprietorship, partnership or corporation, which renders on-site construction-trade services or on-site fabrication and which is owned substantially by a minority person or persons.

All due consideration shall be given to fulfill the aforesaid requirement by entering into direct contracts with minority subcontractors. Whenever this procedure becomes infeasible due to, among other considerations, the relative size of the work, bonding capacities and so forth, which reasons are well documented and available to the Agency upon demand, the Redeveloper, acting by and through its contractor, shall meet its aforesaid obligation by arranging a joint venture, partnership or other multi-entity relationship between a minority subcontractor and another minority subcontractor, or between minority subcontractor(s) and a non-minority subcontractor(s), all subject to customary bidding procedures. Such joint venture, partnership or other multi-entity relationship shall insure that the participating minority subcontractor(s) has a



substantial portion of the work to be performed and a commensurate share of the profit or loss to be realized based upon the maximum services that minority subcontractor can render. The joint venture, partnership or other multi-entity relationship shall be reduced to writing. The Agency shall have the right to review same and shall either (i) certify to the Redeveloper that such arrangement is proper within the requirements and intent of this Program (in which case the construction amount to be received by the joint venture, partnership or other multi-entity shall be applied toward the full amount needed to meet the requirement of this subsection) or (ii) reject such arrangement as not being within the meaning or intent of this Program, in which case the amount to be paid the joint venture, partnership or other multi-entity shall not be so applied toward the full amount needed to satisfy this section's requirement.

In meeting the requirement of this section, the Redeveloper acting through its contractor and through any non-minority subcontractor who enters into a joint venture, partnership or other multi-entity relationship with a minority sub-contractor, shall take all reasonable and necessary steps to aid said





minority subcontractor in its financial management, such as obtaining bonding, loans and lines of credit, providing more frequent progress payments, and issuing joint checks to minority subcontractor's suppliers. However it is expressly understood and agreed that Redeveloper, its contractor and non-minority subcontractors are not required to lend monies to, or act otherwise as sureties of the minority subcontractor. In addition, the Redeveloper, acting by and through its Contractor and non-minority subcontractors, shall render technical assistance to the minority subcontractor from time to time and in a manner reasonably calculated to further the minority subcontractor's performance on the job.

- (5) Seeking out minority subcontractors. So as to promote minority subcontractors in the work, Redeveloper, acting by and through its Contractor and non-minority subcontractors shall seek out minority subcontractors by making positions and opportunities known to the news media servicing minority contractors and subcontractors, to any minority contractor associations servicing the Bay Area, and by referring to and utilizing the listing of "Section 8(a) - Approved Contractors" prepared by the United States Small Business Administration. At the pre-job conference



called for under Section II herein, the Contractor shall also show its projected utilization of minority sub-contractors, and what trades, if any, still remain open for minority subcontractor involvement.

- (6) Geographical preference - subcontractors. Pursuant to Section 3 of the Housing and Urban Development Act of 1968, as amended, to the greatest extent feasible, contracts for work in connection with the Improvements to be constructed pursuant to this Program, shall be awarded business concerns which are located in, or owned in substantial part by, persons residing in the Project Area. Thereafter, the aforesaid minority subcontractor shall be recruited from the entire City of Oakland and the San Francisco Bay Area, all other economic conditions controlling.
- (7) Reasonable preference to suppliers. Contractors and subcontractors shall seek out and subject to customary competitive bidding, give preference to suppliers and prefabricators that are substantially owned by a minority person or persons. As used herein, the terms "supplier" and "prefabricator" mean those business concerns that supply goods, material, equipment, fixtures or other supplies for construction.



So as to afford minority suppliers and pre-fabricators an opportunity to participate in the work, contractor and subcontractors shall notify in writing their supply or prefabrication needs to those minority supplier associations, clearing houses or other organizations designated by the Agency, at least fifteen (15) days before the letting of supply contracts or purchase orders.

- (8) Suppliers work force at jobsite. Notwithstanding any other provision of this Program for Equal Opportunity in Construction Employment, if a supplier or pre-fabricator conducts any work at the jobsite in the course of its supplying goods, material, equipment or other supplies, or in the prefabrication of those items, then without regard to technical distinction or classification, the supplier or prefabricator's employees on the jobsite shall be deemed a "work force" for which this Program's affirmative action requirement on hiring practices [Section III A (1) herein] shall apply. Contractor and subcontractors shall attempt whenever possible and consistent with competitive costs and good construction practices to perform all fabrication, assembly and other supply-related or prefabrication-related work at the jobsite.



B. Adoption of Affirmative Action Program into Contract.

Upon acceptance by the Agency of the respective Affirmative Action Programs, pursuant to Section III A herein, said programs shall become a part of the contractor's and subcontractor's construction contracts as if fully set forth in its terms and conditions therein.

C. Beginning of Compliance. Compliance with the Affirmative Action Program requirements shall be measured from the initial day of performance of work.

IV. Compliance with Affirmative Action Program.

A. Damages for Non-compliance. In the event a contractor of Redeveloper or a subcontractor of said contractor shall fail in the good faith judgment of the Agency to demonstrate its good faith attempt to meet the provisions in its contract set out in Section III, Agency shall have the right to impose upon and receive from the Redeveloper, the amount of \$            and not to exceed \$            as damages, regardless of the number of separate acts on non-compliance by different contractors or subcontractors existing on a particular day, for each work day in which there is such non-compliance by one or more contractors of Redeveloper or one or more subcontractors of Redeveloper, or one or more subcontractors of a contractor after there has been a final determination by Agency of non-compliance. To reach a final determination of non-compliance, Agency, if it deems a contractor or subcontractor in default, shall deliver a "written notice of non-compliance" to





Redeveloper, and the contractor and to the subcontractor involved, if any, specifying in factual detail the matters which constitute the default, the specific action required to cure the default and providing for a reasonable time period in which to cure such default, which in no event shall be less than ten (10) days after receipt of the notice to Redeveloper and contractor by certified mail. Redeveloper and contractor and the subcontractor involved, if any, shall submit such oral and documentary evidence to Agency as is reasonably required to establish compliance with the notice of Agency. In the event Agency agrees that compliance has occurred, Agency shall deliver to Redeveloper and contractor promptly after request a "written notice of curing a non-compliance," specifying the original default that has been cured. No subsequent default can be asserted based on the specific facts constituting a default that has been cured. In the event the Agency does not agree that compliance has occurred, Agency shall properly specify by a "written notice of failure to cure a non-compliance," the specific facts constituting the continuing non-compliance. In the event Redeveloper and its contractor in good faith contend that they are in compliance and the Agency does not agree, then Redeveloper and contractor, for a period of five (5) days after receipt of the written "notice of failure to cure a non-compliance" shall have the right to request a hearing before the full Board of the Agency. In the event of such a hearing, the determination of the Board shall constitute the final determination of non-compliance. In the event the



contractor of Redeveloper or subcontractor of contractor, if involved, has failed to comply with the time period specified by Agency in the written "notice of non-compliance" and a final determination of non-compliance is made, then Redeveloper shall pay the amount of any such penalty from the date specified by Agency for compliance in the written notice of non-compliance until compliance is established to the satisfaction of Agency or until the work of a non-complying contractor under such contract is completed or the contract of the contractor is terminated, whichever shall occur first.

B. Good Faith Excuse. In the event Contractor or subcontractor as the case may be does not meet the requirements set forth in Section III, at the discretion of the Redevelopment Agency of the City of Oakland the party may be relieved of the default of his contract if he can demonstrate his good faith attempt to meet such requirements. For purposes of this Program, "good faith attempt" shall mean the following:

- (1) The contractor (or subcontractor) who has not met his commitment must exhibit evidence satisfactory to the Redevelopment Agency of the City of Oakland that he has notified all community organizations which have indicated an interest to the Redevelopment Agency of the City of Oakland to assist any contractor in achieving his commitment by referring



minority workers and women for employment in the specified trades of specified opportunities for employment with him on the project, as well as evidence of their response. A list of such groups shall be provided by the Redevelopment Agency of the City of Oakland and shall be periodically revised.

- (2) The contractor (or subcontractor) must maintain a file in which he has recorded the name and address of each minority worker or woman referred to him and specifically what action was taken with respect to each such referred worker. If such worker was not sent to the union hiring hall for referral or if such worker was not employed by the contractor, the contractor's file should document this and the reasons therefor.
- (3) The contractor (or subcontractor) must also promptly notify the Redevelopment Agency of the City of Oakland whenever the union with whom the contractor (or subcontractor) has a collective bargaining agreement has not referred back to the contractor (or subcontractor) a minority worker sent by the contractor (or subcontractor) or has other information that the union referral process has impeded his efforts to meet his commitment. However, it is not an excuse that



the union with which the contractor (or subcontractor) has a collective bargaining agreement failed to refer minority employees. Discrimination in referral for employment, even if pursuant to provisions of a collective bargaining agreement, is prohibited by the National Labor Relations Act and Title VII of the Civil Rights Act of 1964. Contractors and subcontractors have a responsibility to provide equal employment opportunity if they want to participate in Federally involved contracts. To the extent that such responsibility has been delegated to some other entity which prevents a contractor from meeting his obligations pursuant to Executive Order 11246, as amended, and his Affirmative Action Program, he cannot be considered to be in compliance with the Order or his Program.

- (4) The contractor (or subcontractor) must demonstrate that he has participated in and availed himself of training programs in the area, especially those designed to provide trained helpers, apprentices and craftsmen in the specified trades.
- (5) The contractor must maintain a file documenting its efforts to enter into direct contracts for work with minority subcontractors; and its efforts to arrange





for a joint venture, partnership or other multi-entity relationship between minority subcontractors, or between minority subcontractor(s) and non-minority subcontractor(s). If the contractor has been unable to meet its requirement for minority subcontractor representation [Section III A (4) herein], it shall further have documented the reasons therefor, specifically showing why each minority subcontractor who bid for work was not retained. Without limitation hereto, Contractor shall also have documented its efforts to seek out minority subcontractors as called for in Section III A (5) herein.

- (6) The contract (and each subcontractor) must maintain a file documenting its efforts to notify minority suppliers or prefabricators as called for in Section III A (7) herein and the reasons why a minority supplier or prefabricator who made a bid or proposal for contract or purchase order was not retained.
- (7) The Contractor (or subcontractor) has promptly responded to each reasonable inquiry from the Agency as to its performance under the requirements of this Program and is not in breach of any other requirements of this Program.



C. Journeyman. If and when the contractor (or subcontractor) is unable, as determined by the Agency, in good faith to hire his work force as required herein, the contractor (or subcontractor) at his sole option, may fulfill his requirement by hiring a minority trainee or woman trainee within one of the three designated target areas, as specified in Section III A (1) in order of their priority, provided that such a trainee is available for employment. He may also hire a non-minority journeyman to the extent that he compensates for the lack of efficiency of the trainee. The trainee rather than the journeyman will be considered as making up the work force provided that:

- (1) In such a case the contractor (or subcontractor) and the union shall ensure that all trainees under this method are enrolled in a positive training program to qualify them for the classification for which they were hired as trainees in the shortest possible time.
- (2) Contractor (or subcontractor) shall draw such trainees first from those programs described in Section III A (2) herein and after those programs have been exhausted for readily available trainees from all other proper training programs.
- (3) The provisions of this Program will not in any way alter the manifested intent of other provisions pertaining to equal employment opportunities;



instead it is to be construed as a supplement to any such provision.

D. Monthly Reports. The contractor (or subcontractor) will, on the last working day of each month, report to the Redevelopment Agency of the City of Oakland, in writing, a narrative of its efforts to ensure equal opportunity and compliance to its own Affirmative Action Program. The report will include an appraisal as to the effectiveness of the contractor's (or subcontractor's) program, and will list those factors and conditions which impede, restrict or account for less than complete success of its program.

V. Other Equal Opportunity Requirements.

A. Non-discrimination. The contractor or subcontractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor (or subcontractor) will take affirmative action to ensure that applicants are employed and that employees are treated without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, including apprenticeship. The contractor (or subcontractor) agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Agency





setting forth the provisions of this nondiscrimination clause.

B. Advertisements. The contractor (or subcontractor) will in all solicitations or advertisements for employees placed by or on behalf of the contractor (or subcontractor), state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

C. Notice to Unions. The contractor (or subcontractor) will send to each labor union or representative of workers with which the contractor (or subcontractor) has a collective bargaining agreement or other contractual understanding, a notice to be provided, advising the labor union or worker's representative of the contractor's (or subcontractor's) commitments under Section 202 of the Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. Contractor (or subcontractor) will further send each labor union or representative of workers with which the contractor (or subcontractor) has a collective bargaining agreement or other contractual understanding, a notice advising the labor union or the workers' representatives of the contractor's (or subcontractor's) commitment under its aforesaid Affirmative Action Program, and that the union must cooperate with the contractor (or subcontractor) in reaching the objectives of the Affirmative Action Program, and that if union policies or practices interfere with the execution of its plan, the union will be considered an obstacle to the





contractor's (or subcontractor's) fulfilling its obligations under the order and the union will, therefore, be subject to referral to the Department of Justice in accordance with Section 209(a)(ii) of the order.

D. Executive Order 11246. The contractor or subcontractor will comply with all provisions of Executive Order 11246 of September 24, 1965, the rules, regulations and relevant orders of the Federal government and its Affirmative Action Program. The contractor (or subcontractor) will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and orders of the Federal government pursuant thereto, and will permit access to the contractor's (or subcontractor's) books, records, and accounts by the Agency and Federal government for the purposes of investigation to ascertain the compliance with such rules, regulations, orders and its own Affirmative Action Program.

E. Cancellation or Sanctions. In the event of the contractor's (or subcontractor's) non-compliance with the nondiscrimination clauses herein contained, with any such rules, regulations or orders or its own Affirmative Action Program, its contract may be cancelled, terminated or suspended in whole or in part and the contractor (or subcontractor) may be declared ineligible for further government contracts or Federally-assisted construction contracts in accordance with the procedures authorized by Executive Order 11246 of September



24, 1965, and such other sanctions that may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rules, regulations or orders of the Federal government or as provided in Section IV A of this Program, or as otherwise provided by law.

F. Minority Group Referrals. The contractor (and subcontractor) shall seek minority group referrals for journeyman positions and shall place employment advertisements in news media which serve the largest number of minority group people in the recruiting area when a position is open and cannot be filled from the union hiring hall.

VI. Definitions and Terms The following definitions or terms apply to this Program for Equal Opportunity in Construction Employment:

A. Work Force Recruitment. The requirement that the work force or suppliers and subcontractors should be recruited in order of priority from the Project Area and then the three specified areas in accordance with Section III A(1) shall mean that the work force must be made up of either persons residing within that area for a period of not less than sixty (60) days prior to the date of the award of the contract, or owner-operators who have maintained a place of business within that area for a period of not less than sixty (60) days prior to the date of the award of the contract, or persons who have moved to that area after the award and have resided there at least six (6) months before employment on the project.



A P P E N D I X H





OAKLAND MAIN OFFICE

August 15, 1975

Thomas Sweeney  
Office of the City Manager  
City Hall  
City of Oakland  
Oakland, California

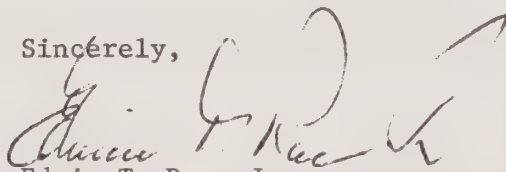
SUBJECT: Homesteading Program

Dear Mr. Sweeney:

Roy Schweyer of ORA is working on a homesteading program and inquired into Bank of America's interest in providing loans to individuals receiving homes under the program.

Confirming my conversation with Roy, the Bank of America, on an individual basis, depending on the applicant and the property involved, would be able to provide takeout loans after the property has been suitably rehabilitated.

Sincerely,



Edwin T. Rae, Jr.  
Real Estate Loan Officer

ETR/pw

Ext 273-5514

cc: Roy Schweyer  
Oakland Redevelopment Agency





# AMERICAN SAVINGS

AND LOAN ASSOCIATION  
FOUNDED 1885

55 WEST SANTA CLARA STREET, SAN JOSE, CALIFORNIA 95113 • (408) 298-6000

August 8, 1975

Mr. Thomas Sweeney  
Special Assistant  
Office of the City Manager  
City Hall  
Oakland, California 94612

Dear Mr. Sweeney,

In response to your staff's request, we wish to formally advance our endorsement of the Oakland Redevelopment Agency's rehabilitation program in conjunction with the real estate owned inventory of the Department of Housing and Urban Development.

American will participate in supplying long term financing at prime market interest rates for refurbished properties predicated upon sound appraisal practices, normal underwriting requirements, and the availability of mortgage money along with private mortgage insurance or guarantee Certificate of Deposit funds.

We welcome this positive program designed to enhance the inner city area. As evidenced by our leadership and support of SAMCO, the Oakland Neighborhood Housing Service and our successful development of business in the community, you may be assured of American's continual commitment to Oakland.

Sincerely,



Michael A. Durkin  
Vice President

MAD/dk



BRANCHES THROUGHOUT NORTHERN AND SOUTHERN CALIFORNIA  
MEMBER FIRST CHARTER FINANCIAL CORPORATION





August 11, 1975

Mr. Thomas Sweeney  
Special Assistant  
Office of the City Manager  
City Hall  
Oakland, California

Dear Tom:

I have received a letter from Roy Schweyer of the Oakland Redevelopment Agency asking me to respond to the action which Samco would take in the event a Homesteading program were undertaken within a target area in the City of Oakland.

Rest assured that the intentions of Samco are and have always been full cooperation with any meaningful program which will provide safe, sanitary housing to creditworthy borrowers. The Savings and Loan industry organized Samco for this purpose and will be most willing to cooperate and assist in any way possible.

Samco would provide long-term financing for homesteaders based upon the following guidelines:

1. Rate - market rate but in no event a higher rate than is being offered middle income buyers in a middle priced subdivision.
2. Term - Up to 30 years.
3. Fee - The lender origination fee will be 1% of the loan amount. All other charges to close the loan would be the normal charges as required by supportive companies such as title companies, etc.
4. Amount of Loan - The cost of acquisition and rehab, plus the loan costs, which cannot exceed 80% of the appraised value after rehab or lesser if the cost of the above reflects a lesser ratio of loan to value. "No money in pocket from loan proceeds."



Page 2  
Mr. Tom Sweeney  
City of Oakland  
August 11, 1975

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5. Owner occupied - In the event of sale or transfer of property loan would become due. In the event of rental of property, loan would become due. Lender would have the privilege to grant assumption if it wished. In the event of violation of above, funds from a guaranteed source would be provided to pay off the existing loan supplied by Samco.
6. Lender would require C.O. work completed with a final inspection by the authorized agency signed and certified that the work had been completed, inspected and done in an acceptable manner.
7. Full termite inspection and a termite clearance signed and certified that work has been done.
8. Final inspection by lender to ascertain that all work as required on appraisal report has been completed.
9. Credit - Evidence that the borrowers, by past history or by counseling agency certificate can meet their monthly payment obligations, that there is sufficient job security and their ratio of monthly income to monthly payment is satisfactory so as not to create an economic burden to the overall financial stability of the family.
10. Availability of mortgage insurance funds or a loan guarantee fund from either the Community Development funds or the State of California.

It is our further understanding that CD funds will be used along with other monies allocated to target area improvements.

Sincerely,

SAVINGS ASSOCIATIONS  
MORTGAGE COMPANY INC.



Edwin G. Forrest  
Executive Vice President

EGF/pta

cc: Mr. Roy Schweyer  
Oakland Redevelopment Agency  
1333 Broadway  
Oakland, California 94612



A P P E N D I X I



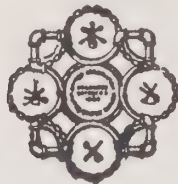


# Plumbers and Gas Fitters

LOCAL UNION No. 444

UNITED ASSOCIATION

Phone: 893-2191



2315 Valdez Street, Room 212  
Oakland, California 94612

GEORGE A. HESS, Business Manager

August 18, 1975

Mrs. Carla Hills, Secretary  
Department of Housing & Urban Development  
Washington, D. C.

Dear Mrs. Hills:

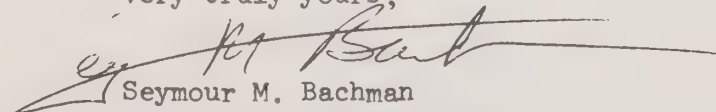
The East Oakland Task Force urges your selection of Oakland as an urban homesteading demonstration City. Our task force, composed of representation from real estate, lenders, contractors, labor, citizens' groups and local government have been working with the City Council and staff for the past seven months to develop a workable, comprehensive housing program that would resolve the housing problems specific to East Oakland, especially those that are vacant and abandoned housing.

One of our earliest agendas included a discussion of the homesteading concept as a most important part of an East Oakland housing program. Subsequent investigation and discussions have strengthened and affirmed our belief that this is a viable solution to the housing problem in that area. In addition to our own continuing study of and visits to housing sites in East Oakland, we considered carefully the details of your own guidelines and program for urban homesteading.

As a task force we have been able to provide input into the planning of Oakland's homesteading program, and we have actively participated in the preparation of the application for the program. We are in full support of homesteading and look forward to having Oakland included in the urban homesteading program.

In addition to the resolution of housing in East Oakland, the urban homesteading program would bring much needed employment to this area which has suffered on-going high unemployment.

Very truly yours,

  
Seymour M. Bachman  
Business Representative

SMB:u

ope#29afl-cio



## ERRATA

Page 54:

There shall be no discrimination by the City on the basis of race, religion, color, sex, national origin, or marital status in the granting or denying of benefits in any phase of the demonstration program (see Appendix G).

Appendix G, Equal Opportunity Program: same as above.



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